



NORTHWEST FIRE DISTRICT

SERVING RESIDENTS OF THE NORTHWEST FIRE DISTRICT, THE FLOWING WELLS
COMMUNITY AND THE TOWN OF MARANA

PROUD TO BE ACCREDITED BY THE COMMISSION ON FIRE ACCREDITATION INTERNATIONAL

PHONE: (520) 887-1010 FAX: (520) 887-1034 www.northwestfire.org



REGULAR MEETING AGENDA

**Northwest Fire District Training Facility
5125 W. Camino de Fuego
Tucson, Arizona**

**Tuesday, April 26, 2016
06:00 PM**

The Northwest Fire District Governing Board will meet in Public Session for a Regular Meeting on April 26, 2016, at 6:00 PM, in Building A of the Northwest Fire District Training Facility Located at 5125 W. Camino de Fuego, Tucson, AZ.

The following topics will be subject to Governing Board consideration, discussion, approval, or other action. All items on the agenda are set for possible action.

The order of the Agenda may be changed by order of the Board.

- I. Call to Order/Roll Call/Affirmation of Quorum**
- II. Salute to the Flag of the United States of America**
- III. Presentation of Service Awards**
- IV. Public Forum**

Speakers are limited to a three-minute oral presentation and may submit written comments of any length for Governing Board files. Those wishing to address the Governing Board should complete a Citizen Information Card prior to the meeting being called to order. The Governing Board is required under law to accept any materials presented. At the conclusion of the public forum, individual Board Members may respond to criticism made by those individuals who have addressed the Governing Board and may ask staff to review a matter and place it on a future agenda. However, Board Members may not discuss or take action on a matter raised during a call to the public, that is not already on the agenda, and are not obligated to comment upon materials or presentations made by the public.

- V. Consent Agenda**

The Consent Agenda contains items which might require action by the Board, but which are generally routine items not requiring Board discussion. Usually, a single motion will approve all items on the Consent Agenda, including any resolutions. However, a Board Member may remove any item from the Consent Agenda, and that item will be discussed and voted upon separately.

Approval of Consent Agenda

- A. Approval of the Minutes of the March 22, 2016, Regular Governing Board Meeting
- B. Approval of the Minutes of the April 12, 2016, Special Governing Board Meeting
- C. Adoption of Resolution No. 2016-014 Approving Amendment No. Six to the Intergovernmental Agreement with the City of Tucson for the Provision of Dispatch Services for Fiscal Year 2016/2017
- D. Adoption of Resolution 2016-015 Ordering the Dove Mountain Resort Lot 104 Annexation, Pursuant to A.R.S. Section 48-262(I); the Annexation Area is Located at 6353 W. Sunlit Bridge, North of Dove Mountain Boulevard and West of North Secret Springs Drive in Marana, Pima County, Arizona
- E. Approval of the Amendment to the Lease Agreement with American Tower, Inc for Expansion of the Use of the Tucson Mountain Radio Site

VI. Reports and Correspondence

A. Fire Chief's Report

This is a summary of the activities of the Fire Chief and Administrative Staff concerning each of the District's Divisions including: Fire Suppression, Emergency Medical Services, Administrative Services, Finance, Human Resources, Special Projects, Logistics, Prevention and Safety Division and Wild Land Fire Fighting; the report might also include Administrative Activities in Annexations, Intergovernmental Relations, Community Assistance Programs, Fleet and Equipment, Labor and Management Relations, District Revenues and Expenditures, Strategic Planning, Information Technology, Status of Construction Projects, Status of Facilities, Public Outreach and Training.

B. Financial Reports

This report is a summary of the District's Financial Status including: Monthly Board Financial Report, Monthly Disbursements Report, Revenue and Expenditure Reports, Real Estate Tax Revenue Spreadsheets, Monthly Bond Report and Arizona State Land Billing and Payment Reports. The Board will be asked to approve the District's Monthly Disbursements Report.

VII. Business

- A. Executive Session: the Governing Board May Vote to Go into Closed Session, Pursuant to A.R.S. 38-431.03 (A)(2), (3) & (4), for Legal Advice and to Instruct Its Attorney Concerning the Lawsuit Filed by the Divijak Family for Personal Injury, Case No. C20150072. Following the Executive Session, the Board Might Take Action on the Claim by Directing Its Attorney.
- B. Presentation and Discussion of Proposed Fire/Rescue Budget for Fiscal Year 2016-2017
- C. Presentation, Discussion and Possible Action on Draft 2016-17 Zero-Based Budget Package
- D. Executive [Closed] Session, Pursuant to A.R.S. 38-431.03 (A)(1) & (4), for Review and Discussion Concerning the 2015/2016 Fire Chief's Performance Appraisal Results and Possible Increase to the Fire Chief's Compensation.
- E. Discussion and Possible Action Concerning the Compensation and Employment Performance of the Fire Chief

VIII. Future Agenda Items

A Governing Board Member May Bring Forth General Topics for a Future Meeting Agenda. The Governing Board May Not Discuss, Deliberate or Take Any Action on the Topics Presented, Pursuant to A.R.S. § 38-431.02 (H).

IX. Adjournment

George Carter, Board Chair

Two Board Briefing Books containing material related to the Board Meeting are available for public review the day before and the day of the Board Meeting during office hours at the Administration/Prevention and Safety Office located at 5225 W. Massingale Road, Tucson, Arizona 85743 – (520) 887-1010. The two Board Briefing Books are also available for public review at the Board Meetings.

The Northwest Fire District Board may vote to go into Executive Session on any agenda item pursuant to ARS §38-431.03 (A)(3) for discussion and consultation for legal advice with the Fire District Attorney on the matter(s) as set forth in the agenda item. Pursuant to Board Policy, from time to time, it might be necessary for a Board Member to attend a Board meeting via speakerphone.

The Northwest Fire District Training Facility is accessible to persons with disabilities. In compliance with the Americans with Disabilities Act (ADA), those

persons with special needs, such as large-type face print or other reasonable accommodations, may request those through Heather D'Amico, by calling 887-1010, ext. 2905, before the meeting.

Posted April 21, 2016



Northwest Fire District Governing Board

5225 West Massingale Rd.
Tucson, AZ 85743

SCHEDULED

MEMORANDUM NO. 2016-50

Date: April 26, 2016
To: Governing Board
From: Heather D'Amico,
Type of Action: Formal Action/Motion
Agenda Item: Approval of Consent Agenda

RECOMMENDATION:

Approve the consent agenda as presented

MOTION:

Move to approve items A through E on the April 26, 2016, Consent Agenda as presented.

DISCUSSION:

Use of the Consent Agenda can help streamline the meetings by saving time on routine items allowing more time for in depth discussion of items such as the Budget. Attached to this memo you will find a packet for each item on the Consent Agenda. If the Governing Board wants to treat any item as a regular agenda item, the item can be considered under the Business section. For ease of procedure, if the Board has amendments to the meeting minutes (Item A), that might be handled separately before moving on to the rest of the Consent Agenda items.

If an individual item(s) is selected for removal from the Consent Agenda, the above motion could be modified to approve that item(s) under Business.

FISCAL IMPACT:

None

ALTERNATIVES:

Move items to Business for further discussion and individual vote, approve only selected items, or table items

**Northwest Fire District Governing Board**

5225 West Massingale Rd.
Tucson, AZ 85743

SCHEDULED**MEMORANDUM NO. 2016-51**

Date: April 26, 2016
To: Governing Board
From: Heather D'Amico,
Type of Action: Formal Action/Motion
Agenda Item: Approval of the Minutes of the March 22, 2016, Regular Governing Board Meeting

RECOMMENDATION:

Approve the minutes

MOTION:

Move to approve the minutes of the March 22, 2016, regular meeting.

DISCUSSION:

The minutes of the March, 2016, regular meeting are attached for review.

FISCAL IMPACT:

None

ALTERNATIVES:

Approve the minutes with revisions or do not approve the minutes

ATTACHMENTS:

- Minutes 3-22-16 (PDF)



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Minutes of the Northwest Fire District Governing Board Regular Meeting March 22, 2016

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I. Call to Order/Roll Call/Affirmation of Quorum

Attendee Name	Title	Status	Arrived
George Carter	Chairman	Excused	
Bruce A. Kaplan	Vice Chair	Present	
Tim Clayton	Board Clerk	Present	
David Talas	Board Member	Present	
Peg Green	Board Member	Present	

II. Salute to the Flag of the United States of America

Bruce Kaplan led the Pledge of Allegiance to the Flag.

III. Presentation of Service Awards

The following Northwest Fire District employees were presented with the following awards:

- Marie West was one of three Finalists in the Women of Influence 2016 awards in the Public Service Champion category. The dinner and award presentation is taking place tonight, March 22, 2016 at Casino del Sol.
- Adam Goldberg received a "Thank You for Your Service" award on behalf of the District for his years of service as PIO. Additionally, Adam was awarded Firefighter of the Year by the Tucson Elks Lodge #385. His award was presented to him on Wednesday, March 16, 2016.

IV. Public Forum

No members of the public requested to speak at this time.

V. Consent Agenda

RESULT:	APPROVED [3 TO 0]
MOVER:	Bruce A. Kaplan, Vice Chair
SECONDER:	Tim Clayton, Board Clerk
AYES:	Bruce A. Kaplan, Tim Clayton, David Talas
EXCUSED:	George Carter
RECUSED:	Peg Green

Approval of Consent Agenda

Business Item "G" was moved to Consent. Board Member Peg Green recused herself

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on Consent items "B" and "G" due to conflicts of interest.

Bruce Kaplan made the following motion, seconded by Tim Clayton and approved with three ayes:

MOVE TO APPROVE ITEMS A THROUGH E, PLUS ITEM G FROM BUSINESS, ON THE MARCH 22, 2016, CONSENT AGENDA AS PRESENTED.

- A. Approval of the Minutes of the February 23, 2016, Regular Governing Board Meeting**
 - B. Adoption of Resolution 2016-011 Ordering the Blomquist Annexation, Pursuant to A.R.S. Section 48-262(I); the Annexation Area is Located at 3000 W. Jojoba Hills Dr. and is East of Old Ranch House Road and North of West Jojoba Hills Drive in Pima County, Arizona**
- Board Member Peg Green recused herself from this item due to a conflict of interest.
- C. Approval to Allow the Northwest Fire District to Pursue an Arizona Governor's Office Grant in the Amount of \$27,653**
 - D. Adoption of Resolution 2016-013 Ordering the Davis Annexation, Pursuant to A.R.S. Section 48-262(I); the Annexation Area is Located at 14011 N. Tortolita Estates Drive and is North of Jojoba Hills Drive and West of Tortolita Estates Drive in Pima County, Arizona**
 - E. Approval of the Independent Contractor Agreement with Wizard Education LLC and the Northwest Fire District for the Purposes of Ongoing Advanced Life Support Recertification Training.**

VI. Reports and Correspondence

A. Fire Chief's Report

This is a summary of the activities of the Fire Chief and Administrative Staff concerning each of the District's Divisions including: Fire Suppression, Emergency Medical Services, Administrative Services, Finance, Human Resources, Special Projects, Logistics, Prevention and Safety Division and Wild Land Fire Fighting; the report might also include Administrative Activities in Annexations, Intergovernmental Relations, Community Assistance Programs, Fleet and Equipment, Labor and Management Relations, District Revenues and Expenditures, Strategic Planning, Information Technology, Status of Construction Projects, Status of Facilities, Public Outreach and Training.

The reports were included in the packet; there was no discussion.

DRAFT**B. Financial Reports**

This report is a summary of the District's Financial Status including: Monthly Board Financial Report, Monthly Disbursements Report, Revenue and Expenditure Reports, Real Estate Tax Revenue Spreadsheets, Monthly Bond Report and Arizona State Land Billing and Payment Reports. The Board will be asked to approve the District's Monthly Disbursements Report.

Financial Reports

The monthly reports are included in the packet. Finance Director, Dave Gephart, stated the reports cover the period through January 31, 2016. All funds maintain positive fund balances with the exception of ambulance fund. Currently, the ambulance fund shows approximately \$460,000 in the lockbox account. Additionally, the property tax collections remain normal and continue to be strong.

Bruce Kaplan made the following motion, seconded by Dave Talas and approved unanimously with four ayes:

MOVE TO APPROVE THE DISTRICT'S MONTHLY DISBURSEMENTS REPORT AS PRESENTED.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Bruce A. Kaplan, Vice Chair
SECONDER:	David Talas, Board Member
AYES:	Bruce A. Kaplan, Tim Clayton, David Talas, Peg Green
EXCUSED:	George Carter

VII. Business**A. Receipt of the Butterfly Mountain Annexation Boundary Change Impact Statement; Possible Discussion Concerning the Character of the Property and the Impact of Bringing it into the District; and Action to Schedule a Public Hearing for April 12, 2016, and Provide Appropriate Public Notice.**

Captain Brian Keeley reported on the Butterfly Mountain Boundary Change Impact Statement (BCIS). He stated the request for petition annexation originated from the Butterfly Mountain HOA which is managed by Northwest Management. Additionally, the receipt of the BCIS this is the first step in the petition annexation process.

Butterfly Mountain is located north of Moore Road and west of Thornydale. It encompasses 28 parcels and will be serviced by Station 39. The Limited Assessed Value is \$922,044 with a District revenue of approximately \$24,000.

Bruce Kaplan made the following motion, seconded by Peg Green and approved unanimously with four ayes:

MOVE TO ACCEPT THE BUTTERFLY MOUNTAIN ANNEXATION BOUNDARY CHANGE IMPACT STATEMENT AND SCHEDULE A PUBLIC HEARING FOR APRIL 12, 2016, AND PROVIDE APPROPRIATE PUBLIC NOTICE.

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RESULT:	APPROVED [UNANIMOUS]
MOVER:	Bruce A. Kaplan, Vice Chair
SECONDER:	Peg Green, Board Member
AYES:	Bruce A. Kaplan, Tim Clayton, David Talas, Peg Green
EXCUSED:	George Carter

B. Discussion and Update Regarding Annexation Activities and Potential Areas for Additional Annexation Outreach

Captain Brian Keeley presented the annexation update. He discussed the following items:

- Annexation Data from 2011-2014
- Annexation Data from January 2015-Present
- Introduction to the Annexation Team
- Future Goals
- Annexation Targets: Maps A, B, C, D, E
- Annexation Plan

RESULT:	DISCUSSED
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C. Discussion and Possible Action Authorizing the District to Enter into a Vehicle Lease Program with Enterprise Fleet Management to Supply and Maintain District Support Vehicles; and Approving Contract Documents.

Deputy Chief Dugger Hughes reported on the vehicle leasing agreement. He anticipates leasing five vehicles before the end of the fiscal year. Beginning July 1, 2016, ten vehicles per year will be leased. As previously discussed at last month's Board meeting, approximately \$99,000 is realized in savings for the first year. Over the next ten years, the estimated savings will be approximately \$260,000. Additionally, about four or five older vehicles were recently sold through surplus and the process is tedious. Fleet Supervisor, Raymond Jones, puts in approximately 10-12 hours of work per vehicle when selling vehicles through surplus. With the Enterprise agreement, the hassle is gone. Enterprise will take care of selling the vehicles and at a cheaper price.

In response to Board Member Tim Clayton's question, the tapering off of the savings over ten years has to do with the equity in the vehicle. After the first five years, the vehicles are older so equity is not built up. However, after the fifth year there is better equity in the vehicles. The forecasting is a best guess on replacement vehicles, fuel, and maintenance. Finance Director, Dave Gephart stated when Enterprise did the analysis, they analyzed each vehicle. They analyzed what they purchased them at and the value. A part of the assumption is the older vehicles do not have as much equity after a five year period. Another part is looking at the fuel costs and efficiencies of those vehicles. There are many factors involved but they are utilizing their model and we are relying upon that because they have more experience and expertise in that area. Mr. Gephart reported the forecasted numbers are conservative and reasonable.

Bruce Kaplan made the following motion, seconded by Dave Talas and approved with three ayes; Tim Clayton voted nay:

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MOVE TO APPROVE AN AGREEMENT BETWEEN THE NORTHWEST FIRE DISTRICT AND ENTERPRISE FLEET MANAGEMENT TO PROVIDE LEASING SERVICES TO THE DISTRICT FOR NON-EMERGENCY RESPONSE VEHICLES.

RESULT:	APPROVED [3 TO 1]
MOVER:	Bruce A. Kaplan, Vice Chair
SECONDER:	David Talas, Board Member
AYES:	Bruce A. Kaplan, David Talas, Peg Green
NAYS:	Tim Clayton
EXCUSED:	George Carter

D. Discussion and Possible Action Approving the Purchase of Station Alerting Systems from US Digital Design as Budgeted in the Capital Improvement Plan.

Assistant Fire Chief Doug Emans reported this item is included in the current Capital Improvement Program (CIP) for the purpose of improving our fire station alerting systems. This is the final step towards the purchase of the station alerting systems and was originally calculated into the CIP at \$787,050. The current estimate has been narrowed down to approximately \$761,000. This system creates a valuable impact on patient status and being able to get out of the stations on time.

Chief Emans reported this is an automated system. The City of Tucson has the equipment they need to dispatch our systems. The NWFD will have ten systems online and the City of Tucson will have one. In the event that the dispatch situation changes, Chief Emans stated it is a minimal piece that would need to be taken, or purchased, in order to dispatch within our system. He added there are some advantages with the current system. The current system can still be utilized with some of our consortium partners.

Additionally, Chief Emans confirmed the system will mostly be located within the stations. Deputy Chief Scott Hamblen reported approximately \$42,000 in equipment is included in the quote for the Communications Center. That equipment will be owned by the NWFD. Chief Hamblen stated costs would be incurred for a new CAD interface if we were to go somewhere else. The costs for a new CAD interface differs depending on the CAD vendor and the purchase agreement when you purchase the system. Costs vary from free up to \$25,000.

Chief Emans reported on the time frame for full implementation. According to policy, the system has to be in place this F/Y. He confirmed the vendor has the resources to meet this deadline. A brief discussion followed regarding the new and existing system.

In response to Board Member Peg Green's question, Chief Emans stated there are no subscriptions or other maintenance fees associated with this purchase.

Bruce Kaplan made the following motion, seconded by Peg Green and approved unanimously with four ayes:

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MOVE TO APPROVE THE AGREEMENT WITH US DIGITAL DESIGN IN THE AMOUNT OF \$761,572.73 FOR THE PURCHASE AND INSTALLATION OF STATION ALERTING SOFTWARE AND HARDWARE IN TEN FIRE STATIONS AND CITY OF TUCSON DISPATCH AND COMMUNICATIONS CENTER.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Bruce A. Kaplan, Vice Chair
SECONDER:	Peg Green, Board Member
AYES:	Bruce A. Kaplan, Tim Clayton, David Talas, Peg Green
EXCUSED:	George Carter

E. Discussion and Possible Action Approving the Emergency Purchase of Telephone System Hardware and Software

Assistant Fire Chief Doug Emans discussed the emergency purchase of the telephone system. He reported this item represents the hardware piece alone for the first steps in replacing the telephone system. Over the past 30-60 days, staff recognized difficulty in transferring calls and voice mail quality in our internal telephone system. Chief Emans commented that he contacted the Fire Chief and the Board members to discuss the emergency purchase of a telephone system.

Initially, the anticipated costs including implementation and hardware, to upgrade the current system was going to exceed \$70,000. This cost was previously contemplated and expected as it was a part of the Phase II technology infrastructure upgrade which was supposed to take place in F/Y 16-17. In attempt to minimize the impact, the hardware cost was cut down substantially to approximately \$28,504. Concurrently, the consultant implementation costs was also reduced. Chief Emans stated the total expenditure for this project including implementation and configuration is approximately \$46,869 as opposed to the \$70,000 previously stated. The expenses were reduced as much as possible to get the phones up and working. A total investment of approximately \$70,000 will be spent in upgrading the current system before the end of life support. Chief Emans reported an estimated cost of about \$150,000 will be needed to replace the entire system from top to bottom.

In response to Co-Chairman Bruce Kaplan's question, Chief Emans confirmed the \$28,000 is for hardware and software. Additionally, he confirmed the \$18,365 is for implementation; however, it is not a part of this and does not need to be paid until service is provided. Chief Emans reported delivery is anticipated for tomorrow, March 23, 2016.

Bruce Kaplan made the following motion, seconded by Tim Clayton and approved unanimously with four ayes:

MOVE TO APPROVE PURCHASE ORDER #16-12762 TO LOGICALIS, INC., IN THE AMOUNT OF \$28,504.53 FOR THE PURCHASE OF HARDWARE AND SOFTWARE REQUIRED TO UPDATE INTERNAL TELEPHONE SYSTEMS.

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RESULT:	APPROVED [UNANIMOUS]
MOVER:	Bruce A. Kaplan, Vice Chair
SECONDER:	Tim Clayton, Board Clerk
AYES:	Bruce A. Kaplan, Tim Clayton, David Talas, Peg Green
EXCUSED:	George Carter

F. Discussion of the Notification to the Governing Board Members Regarding Availability of the Fire Chief's Annual Performance Appraisal Template

Administrative Services Director, Patricia Aguilar, reported on the Fire Chief's Performance Appraisal. She stated the period to be reviewed is for the contract date of May 28, 2015 through May 27, 2016. Responses for the Fire Chief should be completed and submitted by Friday, April 08, 2016 by noon. The Fire Chief will meet with the Board Chair, George Carter, to review and discuss the final results by the week of April 11, 2016 or April 18, 2016. Performance Appraisal results will be forwarded to each Board Member. The Fire Chief's Performance Appraisal will be an agenda item at the Governing Board Meeting, Tuesday, April 26, 2016, in Executive Session.

The Performance Appraisal will be based on the following dimensions:

- Leadership
- Management Effectiveness
- Innovation and Special Contributions to the District
- Personnel Management
- District Focus and Public Service Orientation

Each Dimension may have one (1) to four (4) sub-categories which spell out the Board Expectations of the Fire Chief; followed by a short meets standards of the Board expectations with performance rating options, and a field for supporting comments/examples. Strong supporting comments/examples for the performance dimension sub-category ratings include any one, or a combination, of the following:

- What the Fire Chief has done to improve from his last Performance Appraisal (if an appraisal was conducted);
- Noteworthy strong areas of present performance/conduct; and,
- Areas requiring improvement in job performance/conduct.

The Performance Appraisal will be based on the following rating scale:

- Unsatisfactory: Performance and/or conduct within this described dimension is consistently unsatisfactory and below Board expectations.
- Meets Standards: Good performance and/or conduct within the described dimension of consistently meets standards of Board expectations and independently fulfills the basic requirements as set forth in the job description with minimal to no direction or oversight.
- Exceeds Standards: Performance and/or conduct within the described dimension consistently exceeds standards of Board expectations and requirements as set forth in the job description and this performance appraisal.

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Additionally, Ms. Aguilar provided samples of the dimensions and rating scale as it will appear on the Performance Appraisal.

Board Member Dave Talas requested to see the wages for other Fire Chief's within the area. He would like that presented at the April 12, 2016 Special Board Meeting.

RESULT:	DISCUSSED
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G. Discussion and Possible Action Approving Appointment of Clint Green to Serve on the Northwest Fire District Local Pension Board for a Four (4) Year Term, Effective Immediately through December 31, 2019, as a Citizen Representative.

Business item "G" moved to Consent.

RESULT:	APPROVED [3 TO 0]
MOVER:	Bruce A. Kaplan, Vice Chair
AYES:	Bruce A. Kaplan, Tim Clayton, David Talas
EXCUSED:	George Carter
RECUSED:	Peg Green

H. Recommendation, Discussion and Possible Action on Establishing a Bond Committee for the Purpose of Evaluating Potential Bond-Funded Projects

Finance Director, Dave Gephart, stated this item is a recommendation to form a Bond Committee. The purpose for the Bond Committee is to determine if our bond projects are necessary and if the need exists. The Bond Committee will make a recommendation to the Board on what projects are necessary and what projects should be taken to the voters at the 2016 election. The anticipated time frame for their voluntary services would be approximately April 1, 2016 to the end of June, 2016. It is anticipated that the Bond Committee will present a recommendation to the Board at the June Board meeting.

Mr. Gephart and Community Affairs Manager, Trina Motto, presented the names and occupations of the members of the Bond Committee. The Bond Committee's mission is to have meetings with staff, ask questions, and to do their due diligence. Once they are disbanded, they can form a Public Action Committee to support and promote the bond process at the general election in November. The Bond Committee can only promote the bonds once they have been disbanded as they must remain neutral.

Mr. Gephart confirmed a Bond Committee has been done before as it is the more preferable way to look at bond projects. He commented on the importance of having community involvement and support when dealing with large capital projects. He added that the members of the Bond Committee were solicited by executive staff.

Board Member Dave Talas requested to have a status update, on the Bond Committee, added into a monthly report. Mr. Gephart stated the Bond Committee meetings will be a

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public meeting where minutes will be taken. Additionally, Co-Chairman Bruce Kaplan requested to be notified when the Bond Committee meetings have been scheduled.

Bruce Kaplan made the following motion, seconded by Dave Talas and approved unanimously with four ayes:

MOVE TO ESTABLISH A TEMPORARY BOND COMMITTEE FOR THE PURPOSE OF EVALUATING NORTHWEST FIRE DISTRICT NEEDS FOR POTENTIAL BOND-FUNDED PROJECTS AND FURTHER MOVE TO APPOINT THE FOLLOWING DISTRICT RESIDENTS FOR SAID PURPOSE:

JENNIFER SCHOMBURG, BONNIE MEDLER, DAN CONTORNO, MARK FAVARA, JASON STUMM, JANIA ARNOLDI, AND DAVID YAMADA.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Bruce A. Kaplan, Vice Chair
SECONDER:	David Talas, Board Member
AYES:	Bruce A. Kaplan, Tim Clayton, David Talas, Peg Green
EXCUSED:	George Carter

I. Presentation, Discussion and Possible Action Regarding District Retiree Healthcare Benefits

Finance Director, Dave Gephart, presented this item. He stated this item was originally presented in October, 2015. At the October meeting, staff was directed to bring this issue back with estimates on what the retiree cost would be to rate them separately in their own pool. As a reminder, the current District policy allows retirees to remain on the District's health plans until they are either eligible for another health plan with another employer or they are Medicare eligible. Due to this policy, there is an implicit rate subsidy that is passed on to all current employees of the District. Retiree healthcare premiums are higher than active employee premiums. Retiree healthcare premiums are blended with current employees, and as a result, current employees subsidize retiree health costs. Due to keeping the retirees on the District's plan, and not charging them full costs, the subsidy has to be calculated and there needs to be a liability that is calculated from the subsidy.

Additionally, he reported an actuarial valuation must be performed every two years. These were completed for the District in 2011, 2013 and 2015. The actuarial valuations are based on trends, current census, healthcare rates, current employee base, retirees, etc. An analysis is then performed on the District to determine liability.

Mr. Gephart discussed the last three valuations. In 2011, the District's liability was a little over half a million dollars. In 2013, liability grew to a little over \$700,000. In 2015, liability has grown to be about \$1.1 million. As the employee base is aging, more employees will take advantage of this and liability will only increase in the future. Mr. Gephart stated alternatives have been included in the memo; however direction is requested from the Board. He recommends a decision be made by the new F/Y. A brief discussion followed.

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The Board requested more time to consider the options. Board Member Tim Clayton suggested a study session be scheduled to reflect the direction of this item. Board Member Dave Talas would like the retirees to be educated on this item and allow for additional feedback from them. The Board agreed to schedule a study session for a later date.

RESULT:	DISCUSSED
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J. Presentation, Discussion and Possible Action on Draft 2016-17 Zero-Based Budget Package for Administration Departments to Include Administration, Finance, Community Affairs, as Well as Operations Departments to Include Training, TRT, Hazmat, and EMS

Dave Gephart, Finance Director, reported on zero-based budgeting. Presentations will be made on behalf of the following departments: Administration, Finance, Community Affairs, Operations and Operations related departments: Training, TRT, Hazmat, and EMS. Personnel calculations will be performed by finance so he will be available for questions.

On packet page 319, Mr. Gephart stated Administrative Services represents three full time equivalents. There may be an additional request in the future for another full time equivalent. He added there is not a huge change in healthcare costs and benefits. In fact, there was a bit of a decrease from the 15/16 budget. Assistant Fire Chief Doug Emans will report on behalf of non-personnel costs for Administration.

Assistant Fire Chief Doug Emans presented on behalf of the Administrative Services budget. He discussed the following items:

- Increase in Training Costs
- Increase in Consultants
- Cleaning and Landscaping Moved to Logistics
- General Liability Insurance
- Claims Paid Out
- Increase in Non-Personnel by Approximately \$15,000
- Contract Labor

Mr. Gephart presented on both the personnel and non-personnel budget on behalf of the Finance department. He stated finance represents five full time equivalent. There is no change in health costs and benefits. On the non-personnel side, there is a projected increase of approximately \$1,000. He discussed the following:

- Office Supplies
- Accounting and Auditing
- Increase in PTO Paid Out

Trina Motto, Community Affairs Manager, introduced the department of Community Affairs. She provided some background information and presented the following:

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- Meeting the Mission
- How Community Affairs Meets the Mission
- Department Goals
- Partnerships
- Timely Communication
- Communication Tool Box
- Interactions

Additionally, Mrs. Motto presented on the Community Affairs budget. She discussed the following items:

- Overarching Objectives: Structural, Internal & External
- Delivering the Results
- Community Affairs Line Item
- Public Information
- Non-Personnel Costs Remains Unchanged
- Increase in Succession Planning
- Public Affairs Line Item
- Community Affairs Team: 40 Hour PIO/ Communications Technologist/ Communications Specialist

Assistant Fire Chief, Brad Bradley presented on behalf of Operational Services. He discussed the following items:

- Budget Review for 16/17
- Organizational Chart
- Individual Budgets
- Battalion Chiefs Budget (Overview)
- Battalion Chiefs Budget (Detailed)

Deputy Chief Mike Duncan report on behalf of the Medical Services department. He discussed the following items:

- Medical Services Budget (Overview)
- Medical Services Budget (Detailed)
- Office Supplies
- Operations Supplies
- Increase in Memberships
- Increase in Travel
- BLS/CPR Cards
- Paramedic Tuition
- Books
- Computer Services
- Zoll Maintenance
- Medical Control
- Exposure Program
- Equipment Supplies
- Equipment Services
- Physio Control Maintenance

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- Copier Lease
- Communications Captain

Chief Duncan stated no allocations have been made from the Medical Services budget to the Ambulance Fund.

Deputy Chief Scott Hamblen presented on behalf of the Training department. He discussed the following:

- Training Budget Overview
- Top 4 Increases: Dues & Subscription Fees, 1403 Life Fire Instructor Compliance, Meals & Entertainment
- Suppression Line
- Increase in the Training Suppression Line
- Battalion Certification Program
- Increase in Preventative Maintenance Line
- Mobile Burn Simulator
- Equipment Rental
- Copier Lease

Division Chief West presented on behalf of HazMat. He discussed the following:

- Hazmat Budget Overview
- Decrease in Availability of Grants
- Immediate Need to Replace 2 Meters
- Operating Hazmat Team
- Travel and Training

Additionally, Chief West reported on behalf of the Technical Rescue department. He discussed the following:

- Technical Rescue Budget Overview
- Equipment
- Supplies
- Travel and Training

In conclusion, Mr. Gephart stated the staffing calculator may be brought back in the future for Operational Services. The CIP will be available to review at the April 26th Board meeting. Other departments will be presenting their budgets at the April 12th Special Board Meeting. Additionally, he confirmed a Special Board Meeting is scheduled for May 10, 2016.

RESULT:	DISCUSSED
----------------	------------------

VIII. Future Agenda Items [A Governing Board Member May Bring Forth General Topics for a Future Meeting Agenda. The Governing Board May Not Discuss, Deliberate or Take Any Action on the Topics Presented, Pursuant to A.R.S. § 38-431.02 (H).]

This item allows an *individual* Governing Board member to recommend item(s) to be placed on future agendas. The Board will not discuss the item(s) at this time because it would be a

Northwest Fire District Regular Meeting Minutes
March 22, 2016
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violation of the Open Meeting Laws and no voting action will be taken on the recommended item(s).

No items were presented at this time.

IX. Adjournment

Bruce Kaplan made the following motion and approved unanimously with four ayes:

MOVE TO ADJOURN THE MEETING AT 9:30 P.M.

Minutes approved by the Northwest Fire District Board at its April 26, 2016, Regular Governing Board Meeting.

Tim Clayton, Board Clerk

**Northwest Fire District Governing Board**

5225 West Massingale Rd.
Tucson, AZ 85743

SCHEDULED**MEMORANDUM NO. 2016-52**

Date: April 26, 2016
To: Governing Board
From: Heather D'Amico,
Type of Action: Formal Action/Motion
Agenda Item: Approval of the Minutes of the April 12, 2016, Special Governing Board Meeting

RECOMMENDATION:

Approve the minutes

MOTION:

Move to approve the minutes of the April 12, 2016, special meeting.

DISCUSSION:

The minutes of the April, 2016, special meeting are attached for review.

FISCAL IMPACT:

None

ALTERNATIVES:

Approve the minutes with revisions or do not approve the minutes

ATTACHMENTS:

- Minutes 4-12-16 (PDF)



NORTHWEST FIRE DISTRICT

SERVING RESIDENTS OF THE NORTHWEST FIRE DISTRICT, THE FLOWING WELL
COMMUNITY AND THE TOWN OF MARANA

PROUD TO BE ACCREDITED BY THE COMMISSION ON FIRE ACCREDITATION INTERNATIONAL

PHONE: (520) 887-1010 FAX: (520) 887-1034 www.northwestfire.org



Minutes of the Northwest Fire District Governing Board Special Meeting April 12, 2016

DRAFT

I. Call to Order/Roll Call/Affirmation of Quorum

Attendee Name	Title	Status	Arrived
George Carter	Chairman	Excused	
Bruce A. Kaplan	Vice Chair	Present	
Tim Clayton	Board Clerk	Present	
David Talas	Board Member	Present	
Peg Green	Board Member	Present	

II. Salute to the Flag of the United States of America

Bruce Kaplan led the Pledge of Allegiance to the Flag.

III. Presentation of Service Awards

Joe Kati accepted a promotional award, to Engineer, in which Assistant Chief Bradley administered the loyalty oath.

IV. Public Forum

Gary Watson, President of Local Union 3572, was present to answer any questions on behalf of the Union.

V. Consent Agenda

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Bruce A. Kaplan, Vice Chair
SECONDER:	Peg Green, Board Member
AYES:	Bruce A. Kaplan, Tim Clayton, David Talas, Peg Green
EXCUSED:	George Carter

Approval of Consent Agenda

Consent item "B" was moved to Business.

Bruce Kaplan made the following motion, seconded by Peg Green and approved with four ayes:

MOVE TO APPROVE ITEMS A AND C ON THE APRIL 12, 2016, CONSENT AGENDA AS PRESENTED.

A. Approval of the Contract Renewal with Banner University Medical Center for Medical Direction

DRAFT**B. Approval of a Letter Acknowledging the 2016 SAFER Grant Application**

Consent item was moved to Business.

C. Approval of a Pre-Annexation Agreement with Michael and Sally Mayersohn Regarding the Property Located at 4394 W. Butterfly Mountain Drive, Marana, AZ 85658**VI. Reports and Correspondence****A. Fire Chief's Report**

This is a summary of the activities of the Fire Chief and Administrative Staff concerning each of the District's Divisions including: Fire Suppression, Emergency Medical Services, Administrative Services, Finance, Human Resources, Special Projects, Logistics, Prevention and Safety Division and Wild Land Fire Fighting; the report might also include Administrative Activities in Annexations, Intergovernmental Relations, Community Assistance Programs, Fleet and Equipment, Labor and Management Relations, District Revenues and Expenditures, Strategic Planning, Information Technology, Status of Construction Projects, Status of Facilities, Public Outreach and Training.

No reports were included in the packet.

B. Financial Reports

This report is a summary of the District's Financial Status including: Monthly Board Financial Report, Monthly Disbursements Report, Revenue and Expenditure Reports, Real Estate Tax Revenue Spreadsheets, Monthly Bond Report and Arizona State Land Billing and Payment Reports. The Board will be asked to approve the District's Monthly Disbursements Report.

VII. Business**Approval of a Letter Acknowledging the 2016 SAFER Grant Application**

Deputy Chief Hughes stated the SAFER Grant was approved at the March meeting. The letter included in the packet was requested in order to understand the stipulations of the Grant. A discussion followed regarding the Grant process, Station 340 and the Bond Committee.

Assistant Chief Bradley commented on the Grant process and Station 340. In response to Board Member Tim Clayton, Assistant Chief Bradley provided a brief overview of the Operations budget. He stated additional information will follow at the next Board meeting. A brief discussion followed regarding the staffing calculator.

Bruce Kaplan made the following motion, seconded by Peg Green and approved with four ayes:

Northwest Fire District Special Meeting Minutes
April 12, 2016
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DRAFT

MOVE TO APPROVE A LETTER SIGNED BY THE BOARD ACKNOWLEDGING THEIR UNDERSTANDING OF THE 2016 SAFER GRANT STIPULATIONS THAT ARE INCLUDED WITH THE DISTRICT'S 2016 GRANT REQUEST.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Bruce A. Kaplan, Vice Chair
SECONDER:	Peg Green, Board Member
AYES:	Bruce A. Kaplan, Tim Clayton, David Talas, Peg Green
EXCUSED:	George Carter

A. Discussion of the Butterfly Mountain Annexation Boundary Change Impact Statement; Possible Discussion Concerning the Character of the Property and the Impact of Bringing it into the District

Captain Brian Keeley stated this item is to allow the Board to review the Butterfly Mountain Boundary Change Impact Statement (BCIS). He stated all of the proper steps, including postings and newspaper publications, have been completed. He attended the Butterfly Mountain HOA meeting and advised the HOA Board of the events taking place. Captain Keeley confirmed this area will be serviced by Station 339 and no additional resources will be needed.

RESULT:	DISCUSSED
----------------	------------------

B. Public Hearing Regarding the Proposed Butterfly Mountain Annexation

No members of the public addressed the Board at this time.

Bruce Kaplan made the following motion, seconded by Tim Clayton and approved with four ayes:

MOVE TO OPEN THE PUBLIC HEARING AT 6:40 P.M.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Bruce A. Kaplan, Vice Chair
SECONDER:	Tim Clayton, Board Clerk
AYES:	Bruce A. Kaplan, Tim Clayton, David Talas, Peg Green
EXCUSED:	George Carter

Public Hearing Regarding the Proposed Butterfly Mountain Annexation

Bruce Kaplan made the following motion, seconded by Tim Clayton and approved with four ayes:

MOVE TO CLOSE THE PUBLIC HEARING AT 6:41 P.M.

DRAFT

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Bruce A. Kaplan, Vice Chair
SECONDER:	Tim Clayton, Board Clerk
AYES:	Bruce A. Kaplan, Tim Clayton, David Talas, Peg Green
EXCUSED:	George Carter

C. Discussion and Possible Action Approving the Butterfly Mountain Annexation Boundary Change Impact Statement for the Annexation of an Area Located North of Moore Road and West of Thornydale Road; and Authorization of Circulation of Petitions

Captain Keeley requested the Board to approve this item and authorize the circulation of petitions. He stated petitions can be circulated up to one year. Captain Keeley stated we must receive 50% +1 of both valuation and numbers in order for the annexation to pass. Additionally, he stated he received positive feedback from the home owners who attended the HOA meeting and he received some concerns. The concerns were related to the financial impacts to the home owners.

Bruce Kaplan made the following motion, seconded by Dave Talas and approved with four ayes:

MOVE TO APPROVE THE BUTTERFLY MOUNTAIN BOUNDARY CHANGE IMPACT STATEMENT AND AUTHORIZE THE PASSING OF PETITIONS.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Bruce A. Kaplan, Vice Chair
SECONDER:	David Talas, Board Member
AYES:	Bruce A. Kaplan, Tim Clayton, David Talas, Peg Green
EXCUSED:	George Carter

D. Presentation and Discussion of the Possible Issuance of the General Obligation Refunding Bonds Series 2016

Dave Gephart, Finance Director, reported refunding took place last year for the 2005 bonds which saved the taxpayers approximately 1 million dollars. Mr. Gephart stated this item will be brought back at the May 10th Special Governing Board meeting for final approval. Erica Coombs presented on behalf of the refunding bonds. She discussed the following items:

- Outstanding bonded debt
- Historical assessed valuations
- Historical tax rates
- Detailed refunding summary
- Comparison analysis as of 3/21
- Estimated gross and net savings
- Estimated tax rate reduction 16/17

Mr. Gephart explained refunding bonds does play a part in the Bond Committee as the

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District is looking for additional projects. The Bond Committee will present a recommendation to the Board in June. He stated the intent is to keep the rate structure the same and not have any impact on the District's taxpayers. There was no further discussion.

RESULT: DISCUSSED

E. Discussion, Review and Possible Action on the Proposed Five-Year Capital Improvement Program (CIP) for the Fiscal Years Ending June 30, 2017-June 30, 2021

Mr. Gephart stated this item provides opportunity to forecast major capital needs for projects \$30,000 or above. He explained requests are made to various individuals to see what needs exist within the District. A scoring committee is formed to evaluate a number of factors of those requests. The committee will submit a recommendation and a small executive team will review the scores. A final recommendation will be made based on budget constraints, timing and need. This year, the scoring committee was coordinated by Deputy Chief Hughes. Mr. Gephart stated the document included in the packet is not final. This may be brought back at the April 26th Board meeting. There was approximately \$3.5 million in requests this year, but that was narrowed down to approximately \$1.89 million. The data has been included in the packet for review.

The following items were discussed:

- Waiting factors (found on pg. 111)
- Thermal imaging camera (TIC) program
- Project origination
- Medical dispensers
- Medical Direction increase
- Replacement of station bay doors

F. Presentation, Discussion and Possible Action on Draft 2016-17 Zero-Based Budget Package for Administration Departments to Include Human Resources, Battalion Chief Department, and Wildland, as Well as an Overview on the Budget

Administrative Services Director, Patricia Aguilar, presented the zero-based budget on behalf of the Human Resources (HR) Department. She discussed the following items:

- Overview of the HR department
- Organizational chart
- HR staff: 2 full time HR Specialists
- Pension Board support
- Annual physicals & Record retention
- HR metrics
- Challenges to outsourcing
- Median ratio of HR front line staff to 100 FTEs

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April 12, 2016
Page 6 of 6

- Copier & Printer
- HRIS system & its advantages
- Vendor & Governing Board support
- Streamlining processes
- NWFD HR vs. the City HR

Finance Director, Dave Gephart stated the budget forms have been included in the packet. On form number 1, the total requirements (pg. 140) for lines 1-9 total about \$53.372 million. The requirements are exceeding the District's resources by about \$1.2 million. This needs to be corrected before a tentative budget is approved. A Special Board meeting is scheduled for May 10th to pass a tentative budget so that the final budget can be presented at the June 26th Board meeting. There are no new positions or step increases included in the packet. The following items were discussed:

- Increase in assessed value
- Ambulance fund/revenue
- Technology/ IT budget
- Staffing calculator
- Personnel service cost
- Step increases/financial impact
- Increase in PSPRS
- Bonds/Bond election

VIII. Future Agenda Items [A Governing Board Member May Bring Forth General Topics for a Future Meeting Agenda. The Governing Board May Not Discuss, Deliberate or Take Any Action on the Topics Presented, Pursuant to A.R.S. § 38-431.02 (H).]

This item allows an *individual* Governing Board member to recommend item(s) to be placed on future agendas. The Board will not discuss the item(s) at this time because it would be a violation of the Open Meeting Laws and no voting action will be taken on the recommended item(s).

No items were presented at this time.

IX. Adjournment

Bruce Kaplan made the following motion and seconded by Dave Talas and approved unanimously with four ayes:

MOVE TO ADJOURN THE MEETING AT 8:08 P.M.

Minutes approved by the Northwest Fire District Board at its April 26, 2016, Regular Governing Board Meeting.

Tim Clayton, Board Clerk

**Northwest Fire District Governing Board**

5225 West Massingale Rd.
Tucson, AZ 85743

SCHEDULED**MEMORANDUM NO. 2016-53**

Date: April 26, 2016
To: Governing Board
From: Doug Emans, Assistant Chief
Type of Action: Formal Action/Motion
Agenda Item: Adoption of Resolution No. 2016-014 Approving Amendment No. Six to the Intergovernmental Agreement with the City of Tucson for the Provision of Dispatch Services for Fiscal Year 2016/2017

RECOMMENDATION:

Staff recommends adoption of Resolution No. 2016-014 approving the agreement with the City of Tucson for Consortium Dispatch Services for the period of July 1, 2016 through June 30, 2017 in the amount of \$991,685.04.

MOTION:

Move to adopt Resolution No. 2016-014 approving Amendment No. Six to the Intergovernmental Agreement for Dispatch Services between the City of Tucson and Northwest Fire District.

DISCUSSION:

Resolution No. 2016-014 provides changes in fees based on projected call volume experience. The current total has increased slightly for the consortium based on actual call volume increases with decreases to the overall operating cost to the City of Tucson. This results in a decrease in per call cost of \$1.92.

FISCAL IMPACT:

The overall cost of the City Of Tucson Communications Contract is \$991,685.04, an increase of \$4,309.04 over 2015.

ALTERNATIVES:

There are no alternatives recommended.

ATTACHMENTS:

- NWFD Consortium Cost for Contract (PDF)
- Resolution & IGA for City of Tucson Dispatching Services (PDF)

**TUCSON FIRE DEPARTMENT
COST MODEL - DISPATCH SERVICES
FISCAL YEAR 2017**

		FY16 Contract TFD	FY17 Proposed TFD
Communication Personnel			
Dispatchers	\$ 2,950,497	\$ 707,539	\$ 690,541
Lead Dispatchers	\$ 404,391	\$ 72,737	\$ 80,878
Supervisors	\$ 586,122	\$ 84,237	\$ 83,731
911 Operators	\$ 864,535	\$ -	\$ -
MSAG Coordinator	\$ 60,605	\$ -	\$ -
Superintendent	\$ 100,149	\$ 20,149	\$ 22,079
Emergency Comm Manag	\$ 120,974	\$ 22,511	\$ 26,670
Captain	\$ 232,991	\$ -	\$ -
Battalion Chief	\$ 80,999		
Overtime	\$ 557,175	\$ -	\$ -
Budget Changes		\$ -	\$ -
<i>Subtotal - Comm Personnel</i>	<i>\$ 5,958,438</i>	<i>\$ 907,173</i>	<i>\$ 903,899</i>
Administration Charge			
Administrative Fee:			
Reports, Records			
Request, Setup Charges,			
CAD Modifications,			
GIS/Data Services		\$ 15,000	\$ 15,000
<i>Total Personnel</i>	<i>\$ 5,958,438</i>	<i>\$ 922,173</i>	<i>\$ 918,899</i>
Nonpersonnel			
Services	\$ 381,200	\$ 62,921	\$ 70,709
Supplies	\$ 9,670	\$ 2,282	\$ 2,077
<i>Subtotal - Nonpersonnel</i>	<i>\$ 390,870</i>	<i>\$ 65,203</i>	<i>\$ 72,786</i>
TOTAL COSTS	\$ 6,349,308	\$ 987,376	\$ 991,685
CALL VOLUME		32,141	34,433
COST PER CALL		\$ 30.72	\$ 28.80

RESOLUTION NO. 2016-014

A RESOLUTION OF THE GOVERNING BOARD OF THE NORTHWEST FIRE DISTRICT APPROVING AND AUTHORIZING THE EXECUTION OF AMENDMENT NUMBER SIX TO THE CITY OF TUCSON INTERGOVERNMENTAL AGREEMENT FOR THE PROVISION OF DISPATCH SERVICES

WHEREAS, the Northwest Fire District, Avra Valley Fire District, Golder Ranch Fire District, Picture Rocks Fire District, Mountain Vista Fire District and Three Points Fire District currently receive dispatch services from the City of Tucson pursuant to an intergovernmental agreement, which is identified as contract number 17251; and

WHEREAS, the current intergovernmental agreement with the City is due to expire; and

WHEREAS, the Governing Board of the Northwest Fire District has determined that continuing to contract for dispatch services with the City is in the best interest of the District and its residents; and

WHEREAS, staff from the City has prepared Amendment Number six, attached hereto as Exhibit A and incorporated herein by this reference, and the Governing Board of the District has reviewed the Amendment and approves of its contents.

NOW, THEREFORE, BE IT RESOLVED by the Governing Board of the Northwest Fire District that the District hereby approves Amendment Number Six to the agreement with the City of Tucson for dispatch services, attached hereto as Exhibit A.

BE IT FURTHER RESOLVED that the Fire Chief is hereby authorized to work with City officials to improve dispatch performance; and he is also authorized to execute the Amendment and take all steps and spend all funds, necessary and proper, required to implement the Amendment and carry out its intents and purposes.

PASSED and ADOPTED by the Governing Board of the Northwest Fire District at a duly noticed meeting held on April 26, 2016, by a majority of a quorum of the Governing Board Members.

George Carter
Board Chair

ATTEST:

APPROVED AS TO FORM:

Tim Clayton
Clerk of the Board

Thomas Benavidez
District Attorney

EXHIBIT A
[Amendment Number Six to the
City Dispatch Intergovernmental Agreement, Contract No. 17251, Must Be Attached.]

**AMENDMENT NUMBER SIX TO
INTERGOVERNMENTAL AGREEMENT FOR DISPATCHING
SERVICES BETWEEN THE CITY OF TUCSON AND NORTHWEST FIRE DISTRICT
(CITY OF TUCSON CONTRACT #17251; RESOLUTION #21776 (ADOPTED 6/21/11))**

WHEREAS the City of Tucson (COT) and the Northwest Fire District (District) entered into an Intergovernmental Agreement for Dispatching Services ("Agreement"), effective June 21, 2011; and

WHEREAS, COT and District now wish to amend the Agreement's Sections 2 (Financing), and 5 (Effective Date);

1. COT and District agree to amend Sections 2 and 5 of the Agreement as follows:

a. Section 2 is amended to read as follows:

Section 2. Financing

A. The District agrees to pay a total of \$991,685.04 for the cost of Public Safety Dispatchers to dispatch for Northwest, Golder Ranch, Avra Valley, Picture Rocks, Three Points, and Mountain Vista Fire Districts for the period of July 1, 2016 through June 30, 2017. Northwest Fire District shall be billed and assume payment as the primary contracting agency for all six fire districts.

B. The District is responsible for 12 equal monthly payments to the COT in the amount of \$82,640.42 each, due and payable by the fifth of each month. The first payment is due by August 5, 2016 and the twelfth payment due by July 5, 2017. Annual costs are based upon staffing, overhead, and call volume associated with service to the six fire districts participating in the Agreement and also (in order to reduce costs to those six fire districts) to the Mount Lemmon Fire District pursuant to separate agreement.

C. These funds will be sent by the District to:

City of Tucson Collections
P.O. Box 27320
Tucson, AZ 85726-7320

b. The first sentence of Section 5 is amended to read as follows:

Section 5. Effective Date and Termination

This Agreement shall be effective from July 1, 2016 through June 30, 2017.

2. All other language, terms, and conditions of this Agreement, not expressly changed by this Amendment Number Six, shall remain unchanged and in full force and effect.

Entered into this _____ day of _____, 2016.

Michael J. Brandt
Fire Chief - Northwest Fire District

Jim Critchley
Fire Chief - Tucson Fire Department



Northwest Fire District Governing Board

5225 West Massingale Rd.
Tucson, AZ 85743

5.D

SCHEDULED

MEMORANDUM NO. 2016-54

Date: April 26, 2016
To: Governing Board
From: Heather D'Amico,
Type of Action: Formal Action/Motion
Agenda Item: Adoption of Resolution 2016-015 Ordering the Dove Mountain Resort Lot 104 Annexation, Pursuant to A.R.S. Section 48-262(I); the Annexation Area is Located at 6353 W. Sunlit Bridge, North of Dove Mountain Boulevard and West of North Secret Springs Drive in Marana, Pima County, Arizona

RECOMMENDATION:

Adopt the resolution and approve the annexation

MOTION:

Move to adopt Resolution 2016-015 ordering the Dove Mountain Resort Lot 104 Annexation

DISCUSSION:

This is an annexation involving property owner Dove Mountain Investors LLC, who submitted the attached affidavit dated April 5, 2016. The property is located at 6353 W. Sunlit Bridge, north of Dove Mountain Boulevard and west of North Secret Springs Drive in Marana, Pima County and is contiguous with the District boundary.

The parcel would be serviced by Station 337. No additional resources are needed to serve this area.

FISCAL IMPACT:

The 2016 Limited Value of the property is \$1,032,216 with a Limited Assessed Value of \$103,222; the revenue to the District based on the current combined tax rate would be approximately \$3,007.67 annually. Taxes would be collected beginning with the 2017 Tax Year.

ALTERNATIVES:

Not approve the annexation

ATTACHMENTS:

- Dove Mt. Resort Lot 104 Annexation (PDF)

April 5, 2016

George Carter, Chairman
Northwest Fire District Board
5225 W. Massingale Rd.
Tucson, AZ 85743

Re: Annexation into the Northwest Fire District

Dear Chairman Carter:

I am the owner of the property located at **6353 W. Sunlit Bridge**, in Pima County, Arizona, and more specifically described on Exhibit A, attached hereto and incorporated herein by this reference. By this letter, with my signature affixed below, and pursuant to A.R.S. section 48-262(I), I expressly request that the Northwest Fire District forthwith amend its boundaries to include my/our property described on Exhibit A.

Sincerely,

Dove Mountain Investors, LLC, an Arizona limited liability company

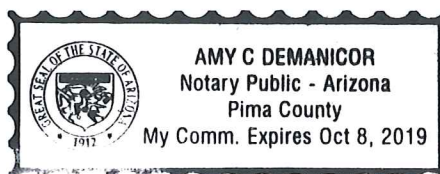
Scott F. Hess, Authorized Signatory

STATE OF Arizona)
)ss
County of Pima)

ON this, the 5th day of April, 2016, before me, the undersigned Notary Public, personally appeared, Scott F. Hess, the Authorized Signatory for Dove Mountain Investors, LLC, who acknowledged to me that he is the owner of the property located at **6353 W. Sunlit Bridge**, that as such officer being authorized so to do, executed the foregoing instruction for the purposes herein.

Notary Public

My Commission Expires: 10/8/19



when recorded, mail to:
 Northwest Fire District
 5225 W. Massingale Rd.
 Tucson, AZ 85743-8416

RESOLUTION NO. 2016-015
THE DOVE MOUNTAIN RESORT LOT 104 ANNEXATION

A RESOLUTION AUTHORIZING THE AMENDMENT OF THE NORTHWEST FIRE DISTRICT'S BOUNDARIES TO INCLUDE LAND WITHIN PIMA COUNTY AND CONTIGUOUS TO THE BOUNDARIES OF THE NORTHWEST FIRE DISTRICT AFTER WRITTEN REQUEST BY THE PROPERTY OWNER IN ACCORDANCE WITH A.R.S. § 48-262 (I)

WHEREAS, on April 5, 2016, Dove Mountain Investors, LLC, an Arizona limited liability company, owner of the real property located in Pima County, Arizona, requested in writing that the Northwest Fire District Governing Board amend the District's boundaries to include the property, more particularly described on Exhibit A, attached hereto and incorporated herein by this reference [the "Property"]; and

WHEREAS, the Property is located within Pima County and is contiguous to the boundaries of Northwest Fire District, as shown on the map and legal description, also attached hereto as Exhibit A; and

WHEREAS, the Property is included within the corporate boundaries of the Town of Marana, and the Town has approved inclusion of the Property within the boundaries of the Northwest Fire District, pursuant to Town of Marana Resolution No. 2004-133; and

WHEREAS, the Northwest Fire District has determined that inclusion of the Property within the boundaries of the Northwest Fire District will benefit the Northwest Fire District, the Property Owners, and the District's residents.

NOW, THEREFORE, BE IT RESOLVED that the Governing Board of the Northwest Fire District hereby orders the following:

The boundaries of Northwest Fire District are hereby amended to include the Property described as set forth on the attached Exhibit A.

PASSED and ADOPTED by the Governing Board of the Northwest Fire District at a duly noticed meeting held on April 26, 2016, by a majority of a quorum of the Governing Board Members.

George Carter
 Board Chair

ATTEST:

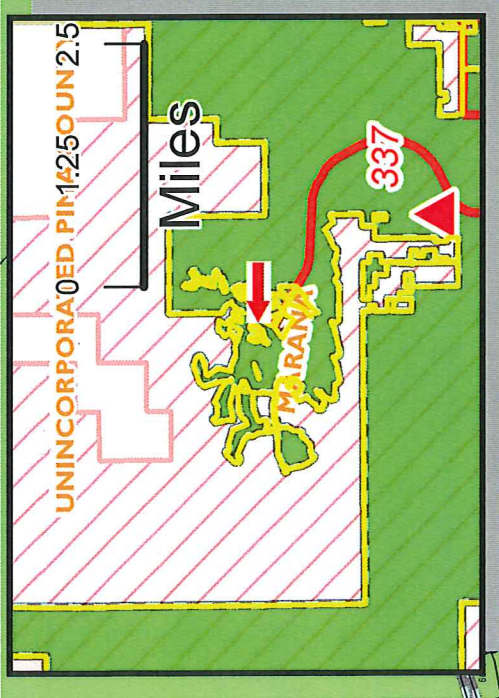
APPROVED AS TO FORM:

Tim Clayton
 Clerk of the Board

Thomas Benavidez
 District Attorney

EXHIBIT "A"

[Map & Legal Description]



Legend

Properties

- White box: Properties
- Red box: Dove_Mt_Resort_Lot_104_Annexation

Streets

STREET TYPE

- Blue line: Major local road
- Grey line: Minor local road
- Green box: NWFD-Area

EXHIBIT A

Lot 104 of DOVE MOUNTAIN RESORT, a subdivision of Pima County, Arizona, according to the map or plat thereof of record in the office of the County Recorder of Pima County, Arizona in Book 62 of Maps and Plats at page 71 thereof, and as amended by Declaration of Scrivener's Error recorded in Docket 13272 at page 769.

Attachment: DOVE MT. LOT 138 ANNEX (2014-103 : Dove Mt. Lot 138 Annex)

F. ANN RODRIGUEZ, RECORDER
 RECORDED BY: D K
 DEPUTY RECORDER
 7864 PE1



DOCKET: 12370
 PAGE: 2909
 NO. OF PAGES: 1
 SEQUENCE: 20041620643
 08/20/2004
 RES 16:55

SMARA
 TOWN OF MARANA
 ATTN: TOWN CLERK
 13251 N LON ADAMS RD
 MARANA AZ 85653

MAIL

AMOUNT PAID \$ 8.00

MARANA RESOLUTION NO. 2004-133

RELATING TO NORTHWEST FIRE DISTRICT; ENDORSING AND AUTHORIZING ANNEXATION OF ANY AND ALL TERRITORY LOCATED WITHIN THE TOWN LIMITS OF MARANA, ARIZONA, AS THEY MAY BE AMENDED FROM TIME TO TIME; AND DECLARING AN EMERGENCY.

WHEREAS, Northwest Fire District has plans to pursue various annexations of property located within the Town limits of the Town of Marana; and

WHEREAS, the Town adopted Marana Resolution No. 98-23 on March 3, 1998, authorizing all Northwest Fire District annexations within the Town limits as it then existed; and

WHEREAS, the Town now desires to grant a blanket authorization for all Northwest Fire District annexations of property located within the Town limits of the Town of Marana as it currently exists and as it is amended from time to time; and

WHEREAS, fire protection is lacking in the areas of the Town of Marana that are not within the boundaries of Northwest Fire District, and it is in the best interests of the citizens of the Town of Marana that fire protection be made available.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE TOWN OF MARANA, ARIZONA, that all annexations proposed by Northwest Fire District of property located within the Town limits of the Town of Marana as it currently exists and as it may be amended from time to time are hereby endorsed and authorized pursuant to A.R.S. § 48-262(F).

BE IT FURTHER RESOLVED THAT since it is necessary for the preservation of the peace, health and safety of the Town of Marana that this resolution become immediately effective, an emergency is hereby declared to exist, and this resolution shall be effective immediately upon its passage and adoption.

PASSED AND ADOPTED BY THE MAYOR AND COUNCIL OF THE TOWN OF MARANA, ARIZONA, this 17th day of August, 2004.

ATTEST:

Jocelyn C. Bronson
 Jocelyn C. Bronson, Town Clerk



Bobby Sutton, Jr.
 Mayor Bobby Sutton, Jr.

APPROVED AS TO FORM:

Frank Cassidy
 Frank Cassidy, Town Attorney

Book-Map-Parcel: 218-19-1090

[Oblique Image](#)

Tax Year:

Tax Area: **0645**

Property Address:

Street No Street Direction Street Name Location
 6353 W SUNLIT BRIDGE PL Marana

Taxpayer Information:

LANDMARK TITLE ASSURANCE AGENCY OF AZ LLC 18355-T
 2730 E BROADWAY BLVD STE 100
 TUCSON AZ

Property Description:

DOVE MOUNTAIN RESORT LOT 104

85716-5341

Valuation Data:

Valuation Year	Legal Class	Assessment Ratio	Total FCV	Limited Value	Limited Assessed
2016	Res Other (4)	10.0	\$1,115,909	\$1,032,216	\$103,222
2017	Res Other (4)	10.0	\$1,101,970	\$1,083,827	\$108,383

Property Information:

Section: 22
 Town: 11.0
 Range: 12.0E
 Map & Plat: 62/71
 Block:
 Tract:
 Rule B District: 5
 Land Measure: 1.00S
 Group Code: 000
 Census Tract: 4611
[Use Code:](#) 0151 (SFR GRADE 010-5 URBAN SUBDIVIDED)
 File Id: 1
 Date of Last Change: 8/11/2015

Residential Characteristics:

Property Appraiser: Lisa Checkon Phone: (520)724-8949

Appraisal Date:	8/7/2015	Property Type:	Single Family Residence
Processed:	8/10/2015	Area ID:	Ed 3-080200-06-5
Building Class:	5	Physical Condition:	Good
Total Livable Area:	2,934	Garage Type:	Garage
Effective Construction Year:	2015	Garage Capacity:	2
Stories:	1.0	Patio Type:	Covered
Rooms:	7	Patio Number:	3
Quality:	Good	Pool Area:	450
Exterior Walls:	Framed Wood	Valuation Type:	00
Roof Type:	Built Up	Total Main:	\$1,101,970
Heating:	Forced	Total Control:	\$1,101,970
Cooling:	Refrigeration	Total Actual:	\$1,101,970
Bath Fixtures:	11	FCV Adjustment Factor:	1.000
Enhancement:	\$0	Last Action:	0225

Valuation Area:

Condo Market: 410
 DOR Market: 43
 MFR Neighborhood: Tortolita_Foothills_Undefined
 SFR Neighborhood: 08020006
 SFR District: 3

Supervisor District:

(1) ALLY MILLER

Recording Information:

Sequence No.	Docket	Page	Date Recorded	Type
20143000301	0	0	10/27/2014	WARRANTY DEED
20143000303	0	0	10/27/2014	WARRANTY DEED
20141680155	0	0	6/17/2014	WARRANTY DEED
20141680157	0	0	6/17/2014	WARRANTY DEED
20113430158	0	0	12/9/2011	WARRANTY DEED
20071910387	13152	1904	10/2/2007	WARRANTY DEED
20071910388	13152	1908	10/2/2007	WARRANTY DEED
20071910403	13152	2243	10/2/2007	WARRANTY DEED
96077934	10291	563	5/9/1996	

Petition Information:



Northwest Fire District Governing Board

5225 West Massingale Rd.
Tucson, AZ 85743

5.E

SCHEDULED

MEMORANDUM NO. 2016-55

Date: April 26, 2016
To: Governing Board
From: Jim Long, Communications Coordinator
Type of Action: Formal Action/Motion
Agenda Item: Approval of the Amendment to the Lease Agreement with American Tower, Inc for Expansion of the Use of the Tucson Mountain Radio Site

RECOMMENDATION:

Staff recommends the approval of an amendment to the American Tower Lease Agreement. Approving this amendment will allow the installation of new equipment to support the analog simulcast radio system currently being installed/upgraded. Without approval, a critical receive site (Tucson Mountain) would be unavailable.

MOTION:

Move to approve the Amendment to the Lease Agreement with American Tower, Inc for Expansion of the Use of the Tucson Mountain Radio Site

DISCUSSION:

As part of the new upgrades to the analog VHF radio system, additional equipment is required for Tucson Mountain to support the simulcast system of seven sites. Tucson Mountain, being the highest site in the system is a key receive location that is essential to the guarantee of coverage proposed by Creative Communications and Motorola.

Approval of this amendment would expand our current 2'x3' floor space to 2'x4'x7'high to accommodate two new racks of equipment. This amendment also addresses the need for changing out a shared antenna to a sole user antenna at a different tower location. This single user antenna will allow tuning and optimization of the system without impact to the other users currently operating on the existing antenna.

FISCAL IMPACT:

The costs of the lease will increase from \$875/month to \$1,010/month. (12,120 annual).

These lease costs are to be allocated based on system usage to other Southern Arizona Fire/EMS Regional Consortium partners. Northwest Fire district's portion of this new fee is 42.5% of the \$12,120 annual lease, or approximately \$5,151

ALTERNATIVES:

The system could operate at a degraded level of performance if the seventh tower site is not included.

ATTACHMENTS:

- Original License Agreement (Lease)(PDF)
- Exhibit A-1 (PDF)
- Federal Aviation Administration (PDF)
- Antenna Struction Registration (PDF)
- EEC Letter (PDF)
- Structure Analysis Report(PDF)
- Lease Assembly Instructions (PDF)
- First Amendment to License Agreement (PDF)
- Application Contingencies(PDF)
- NTP Checklist (PDF)
- FCC Approved Frequencies for NWFD (2 5 16) (PDF)
- NWFD TM Rack Diagram (4 1 16) (PDF)
- PIMA COUNTY PERMIT_APPROVED (PDF)
- Tucson Mountain Cabinet(PDF)
- Tucson Mountain Floorspace_Proposed (PDF)

LICENSOR SITE NAME / NUMBER: Tuscon Mt/8159
 LICENSEE SITE NAME/NUMBER: Tuscon Mt

LICENSE AGREEMENT
 ATC Contract No: _____

This LICENSE AGREEMENT ("Agreement") entered into as of the latter signature date hereof ("Effective Date") by and between American Towers LLC, a Delaware limited liability company, with a place of business at 10 Presidential Way, Woburn, MA 01801 ("Licensor") and Northwest Fire District, an Arizona municipality, with a place of business at 5225 W. Massingale Road, Tuscon, AZ 85743 ("Licensee").

I. TOWER FACILITY INFORMATION:

Site Name: Tuscon Mt
 Site Number: 8159
 Address and/or location of Tower Facility: 7120 West Hidden Canyon Drive, Tuscon, AZ 85745
 Tower Facility Coordinates: Lat. 32-14-56.4 N Long. 111-7-.5 W

II. NOTICE & EMERGENCY CONTACTS:

- Licensee's local emergency contact (name and number): Paul Wright
- Licensor's local emergency contact: Network Operations Communications Center (800) 830-3365.
- Notices to Licensee shall be sent to the address above to the attention of Carla Reece, Administration
- Notices to Licensor shall be sent to the address above to the attention of Contracts Manager.
- Licensor's Remittance Address: American Tower Corporation, Lockbox 7501, P.O. Box 7247, Philadelphia, PA 19170-7501; all payments shall include a reference to the Site Name and Site Number as identified above in Section I.

III. PERMITTED USE OF TOWER FACILITY BY LICENSEE:

Transmitting and Receiving frequencies: See Exhibit A for specific frequencies
 Antenna mount height on tower: See Exhibit A for specific location
 All other permitted uses of the Tower Facility including Licensee's Approved Equipment, and the Licensed Space are further described in section 4 of this Agreement and Exhibits A and B attached hereto.

IV. FEES & TERM

Monthly License Fee: Eight Hundred Seventy-Five and 00/100 Dollars (\$875.00), increased by the Annual Escalator on the first anniversary of the Commencement Date of this Agreement and each anniversary of the Commencement Date thereafter during the Term (as defined in Appendix I). The Annual Escalator is 3%.

Application Fee: N/A

Relocation Application Fee: N/A

Site Inspection Fee: \$500.00, increased annually on each anniversary of the Commencement Date of this Agreement by a percentage rate increase equal to the Annual Escalator.

Initial Term: A period of 5 years beginning on the Commencement Date. The "Commencement Date" shall be the earlier of: (i) the date of Licensor's issuance of a NTP or (ii) November 26, 2014.

Renewal Terms: 3 additional periods of 5 years each.

Connection Fee (as described in section 5(b)): N/A

Electricity for operation of Approved Equipment is to be provided by (check one):

- ☒ Licensor, with the cost of such electricity to be paid by Licensee at the initial rate of \$30.00 per month ("Utility Fee") subject adjustment pursuant to Section 5(b), OR
☐ Licensee, at its sole expense.

V. TERMS & CONDITIONS

The attached terms and conditions are incorporated herein by this reference.

VI. OTHER PROVISIONS:

Other provisions: (check one): ☐ None ☒ As listed below

- A) PCN/PCN Retention Fee/Cross-Default. Licensee, an Affiliate of Licensee or any entity or individual acting on behalf Licensee or an Affiliate of Licensee shall only issue Prior Coordination Notices ("PCNs") for the Permitted Frequencies set forth in Exhibit A and shall not issue PCNs for any other frequencies at this Tower Facility or at any other tower facility owned and/or operated by Licensor unless Licensee has submitted an Application for use of the subject frequencies to Licensor for which a partially executed License Agreement shall be signed by Licensee and



LICENSOR SITE NAME / NUMBER: Tucson Mt/8159
 LICENSEE SITE NAME/NUMBER:Tucson Mt

returned to Licensor within sixty (60) days of the submittal of the Application. Licensee shall withdraw PCNs filed for any frequencies which are not licensed to Licensee by Licensor, no more than ten (10) days from the date of Licensee's withdrawal of an Application or Licensor's election to not process a Licensee-submitted Application. Failure to comply with the terms of this Section shall constitute an event of default pursuant to Section 21 herein for which the cure period is set forth in Section 21. In the event Licensee fails to cure a default of this Section as provided in Section 21, Licensee shall pay Licensor Twenty Five Thousand and 00/100 Dollars (\$25,000.00) per month as liquidated damages for each tower facility wherein Licensee maintains an active PCN in breach of this Section ("PCN Retention Fee"). Licensor and Licensee acknowledge that holding PCNs in violation of this Section reduces Licensor's opportunity to license space at Licensor's tower facilities and since the actual amount of such lost revenue is difficult to determine, Licensor and Licensee agree that the PCN Retention Fee is a reasonable estimate of the damages that would accrue if a breach occurred. Licensor and Licensee agree that the PCN Retention Fee is fair and reasonable and would not act as a penalty to the breaching party. The PCN Retention Fee shall be remitted by Licensee within ten (10) days of Licensor's written notice to Licensee of Licensee's uncured default of this Section and Licensee shall continue to remit payment of the PCN Retention Fee on a monthly basis on or before the first day of each calendar month while such default of this Section remains uncured. In the event that Licensor does not receive the PCN Retention Fee on or before the first day of each month, then Licensor may, at its option, declare a default of this Agreement and all agreements between Licensor and Licensee and the PCN Retention Fee shall continue to be due and payable as set forth herein until the time Licensee withdraws the subject PCNs.

- B) Notwithstanding anything to the contrary in this Agreement, the offer expressed to Licensee in this Agreement shall automatically become null and void with no further obligation by either party hereto if a structural analysis of the Tower Facility completed after the execution of this Agreement by Licensor but before the commencement of the installation of Licensee's Approved Equipment indicates that the Tower Facility is not suitable for Licensee's Approved Equipment unless Licensor and Licensee mutually agree that structural modifications or repairs shall be made to the Tower Facility on mutually agreeable terms.
- C) In no event shall Licensee's use of the Tower Facility, or operation of any of its equipment thereon, be conducted in a manner that interferes with Licensor's lighting system located on any of the towers, building systems, or, in the event that Licensee's equipment is installed on the rooftop of a building, with equipment of any kind used by building tenants who are not tenants of the Licensor. In the event that such interference does occur, Licensee shall be solely responsible to reimburse Licensor for any and all costs required to modify and/or upgrade Licensor's lighting system, to comply with all necessary FAA/FCC regulations, as a result of said interference.
- D) In the event that Licensor determines a Shared Site Interference Study is required, Licensor and Licensee agree and acknowledge that this Agreement shall be contingent upon a satisfactory result of said Shared Site Interference Study.
- E) Licensor and Licensee agree and acknowledge that Licensee shall be responsible for painting the transmission lines to match the colors of the tower.

[Signatures appear on next page]



LICENSOR SITE NAME / NUMBER: Tuscon Mt/8159
 LICENSEE SITE NAME/NUMBER:Tuscon Mt

IN WITNESS WHEREOF, each Party in consideration of the mutual covenants contained herein, and for other good and valuable consideration, intending to be legally bound, has caused this Agreement to be executed by its duly authorized representative as of the date and year written below; *provided, however*, that this Agreement shall not become effective as to either Party until executed by both Parties.

LICENSOR
 American Towers LLC, a Delaware limited liability company

By: [Signature]
 Print Name: Margaret Robinson
 Its: Senior Counsel
 Date: 9/21/15

LICENSEE
 Northwest Fire District, an Arizona municipality

By: [Signature]
 Print Name: Bruce Kaplan
 Its: Vice Chairman
 Date: 9-17-15



LICENSOR SITE NAME / NUMBER: Tuscon Mt/8159
 LICENSEE SITE NAME/NUMBER:Tuscon Mt

TERMS AND CONDITIONS

1. **DEFINITIONS.** Capitalized terms defined in the body of this Agreement are indexed by location on Appendix I attached hereto. Capitalized terms used in Agreement but not defined herein are defined in Appendix I.
2. **GRANT OF LICENSE.** Subject to the terms of this Agreement, Licensor hereby grants Licensee a non-exclusive license to install, maintain and operate the Approved Equipment at the Licensed Space. All Approved Equipment shall be and remain Licensee's personal property throughout the Term of this Agreement. Licensor shall maintain the Tower Facility in good order and repair, wear and tear, damage by fire, the elements or other casualty excepted. In no event shall Licensee's license as granted herein include rights to use the air space above the Approved Equipment, and Licensor reserves the right to install, construct and/or operate additional improvements or equipment of Licensor or others above Licensee's Approved Equipment, including Licensee's shelter (commonly referred to as "stacking"), provided that such additional improvements or equipment do not materially and adversely interfere with the access to or operation of the Approved Equipment, including Licensee's shelter. Licensee is not required to utilize a stackable shelter, provided that, if Licensee opts to install a shelter that is not stackable and if Licensor receives an offer to license the air space above Licensee's non-stackable shelter by a proposed subsequent user, Licensor may, at its election, upon 30 days prior written notice require Licensee to replace such non-stackable shelter with a stackable shelter of a comparable size, provided that the proposed subsequent user agrees in writing to be wholly responsible for the cost of Licensee's shelter replacement. Subject to any limitations contained in the Ground Lease, Licensor grants Licensee a right of access to the Tower Facility 24 hours per day, 7 days per week during the Term. Licensor grants Licensee a designated location for the installation of Licensee's utilities over, under or across the Tower Facility (collectively, "Easement"). Licensee shall be responsible for any and all Damage or loss that results from the installation of any cables or utility wires by Licensee or any company or person retained by Licensee (including a public utility company), including, without limitation, any damage or loss that results from the accidental cutting of utility wires or cables of any other party operating at the Tower Facility. Licensor shall provide Licensee with one set of keys and/or codes to access the Tower Facility. Licensee shall be responsible for ensuring that Licensor has, at all times, a complete and accurate written list of all employees and agents of Licensee who have been provided the keys or access codes to the Tower Facility. Licensor shall have the right to continue to occupy the Tower Facility and to grant rights to others to the Tower Facility in its sole discretion. Licensee shall have no property rights or interest in the Tower Facility or the Easement by virtue of this Agreement. If Licensor's right to license space on the Tower Facility to Licensee is subject to a right of first refusal for the benefit of a third party and if such third party exercises its right of first refusal prior to the Commencement Date, Licensor may terminate this Agreement upon written notice to Licensee.
3. **EXHIBITS.** Within 45 days following the commencement of the installation of the Approved Equipment, Licensee shall provide Licensor with as-built or construction drawings showing the Approved Equipment as installed [in both hard copy and electronic form] ("Construction Drawings"); such Construction Drawings shall include the location of any shelters, cabinets, grounding rings, cables, and utility lines associated with Licensee's use of the Tower Facility. Upon receipt, Licensor shall attach hereto the Construction Drawings as Exhibit C hereto. In the event that Licensee fails to deliver the Construction Drawings as required by this section, Licensor may cause such Construction Drawings to be prepared on behalf of Licensee and Licensor shall assess a fee for such Construction Drawings in an amount equal to 120% of the actual cost of obtaining the Construction Drawings including in-house labor, which upon invoicing shall become immediately due and payable by Licensee. In the event of inconsistency or discrepancy between (a) Exhibit A and Exhibit B hereto, Exhibit A shall govern, and (b) between Exhibit A (with respect to Approved Equipment and antenna locations) together with Exhibit B (with respect to Ground Space installation locations) and Exhibit C hereto, Exhibits A and B shall govern, notwithstanding any approval or signature by Licensor or its agents. Licensee hereby acknowledges and agrees that installation of the Approved Equipment must be in strict accordance with the approved Construction Drawings and Exhibit A and B. Notwithstanding the foregoing, Licensee shall not infer nor shall acceptance of the Construction Drawings by Licensor be deemed to be a representation by Licensor that (i) such Construction Drawings or the plans and specifications described therein are in compliance with federal, state or local laws, ordinances, rules or regulations, (ii) that such installation shall not cause impermissible or unlawful interference, or (iii) that such installation is consistent with Licensee's permitted installation as specifically set forth in Exhibits A and B hereto.
4. **USE.** Subject to the terms of the Ground Lease, Licensee shall be permitted the non-exclusive right to install, maintain, operate, service, modify and/or replace its Approved Equipment at the Licensed Space, which Approved Equipment shall be utilized for the transmission and reception of wireless voice and data communications signals (such transmission and reception to be solely within the Permitted Frequencies, and, if the Permitted Frequencies include licensed spectrum, within the spectrum licensed to Licensee by the FCC). If as of the Effective Date, Licensee's wireless business consists of a one-way network which requires only that signals be transmitted from the Tower Facility, then notwithstanding the foregoing sentence, Licensee's use of Tower Facility under this Agreement shall be limited to the transmission of wireless voice and data communications signals. Licensee's permitted use with respect to the Licensed Space shall be limited solely to that enumerated in this section, and, except pursuant to separate agreement

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with Licensor, no person or entity other than Licensee shall have the right to install, maintain or operate its equipment or transmit or receive communications at, or otherwise use, the Licensed Space.

5. LICENSE FEES; TAXES; ASSESSMENTS.

- (a) **Monthly License Fee.** The Monthly License Fee as adjusted by the Annual Escalator, shall be payable in advance on the first day of each calendar month during the Term beginning upon the Commencement Date. If the Commencement Date is not the first day of a calendar month, the Monthly License Fee for any partial month shall be prorated on a daily basis.

(b) **Utilities.**

Licensee agrees to install a sub-meter and/or connect to Licensor's power on or before the Commencement Date. Licensee shall pay the cost of all utility service necessary, including the Utility Fee and Connection Fee, to install, maintain and operate the Approved Equipment. The Utility Fee shall be payable in advance on the first day of each calendar month during the Term beginning upon the Commencement Date. Licensee agrees to enter into a monitoring agreement with a third party to monitor Licensee's utility usage at the Tower Facility. Licensee shall provide to Licensor an annual report of its utility usage at the Tower Facility during the Term of this Agreement prepared by the third party monitoring company. Licensor shall review the annual usage report, and, if Licensor determines, in its sole discretion, that Licensee's utility usage increased over Licensee's utility usage as of the Commencement Date, or as of the date of the last Utility Fee increase resulting from increased utility usage, Licensor may, but is not required, to modify the Utility Fee by an amount equal to Licensor's actual increased costs incurred due to Licensee's increased utility usage increased utility rates. If such a modification in the Utility Fee is imposed, Licensor shall notify Licensee in writing of such increase in the Utility Fee. Any such change in the Utility Fee resulting from an increase in Licensee's utility usage will take effect with the next payment of the Utility Fee coming due after Licensee's receipt of such notice. Licensee shall obtain and pay the cost of telephone connections, the installation of which shall be in compliance with the procedures for installation and maintenance of Approved Equipment set forth herein. Licensee acknowledges that Licensor shall not provide backup power in the event of an interruption in utility service. In the event that (i) Licensee elects to change its utility service to be separately metered from Licensor's utilities, or (ii) Licensee powers down its use of Approved Equipment (each a "Utility Change Event"), Licensee shall provide a 30 day prior written notice to Licensor with supporting information relating to its electric use status for such Utility Change Event. Notwithstanding the above, Licensee shall pay to Licensor the cost of all utility services drawn from Licensor's meter until Licensee terminates all of its electric use at the Tower Facility, except that utility costs will be abated for the period of Licensee's powering down period provided Licensee's submits prior written notice to Licensor, as provided above. Licensee acknowledges that it shall remain responsible for any utility charges provided herein prior to Licensor's receipt of a notice a Utility Change Event including those incurred following the expiration of this Agreement but prior to the removal of Licensee's Approved Equipment.

(c) **Taxes.**

(i) **Property Taxes.** Licensee shall be responsible for the reporting and payment when due of any tax directly related to Licensee's ownership or operation of the Approved Equipment and such reporting and payment shall be made directly to the appropriate tax authorities. Licensee shall reimburse Licensor in full for any taxes assessed against Licensor but attributed to the Approved Equipment within 30 days of Licensor's request for such reimbursement. Licensor shall pay all property taxes directly assessed against Licensor's property or for which Licensor is obligated to pay under the Ground Lease, provided, however, Licensee shall reimburse Licensee's pro rata share of such taxes. Licensee's pro rata share shall be determined by dividing such taxes evenly among all users Licensor has permitted to utilize any portion of the Tower Facility. Licensee shall reimburse Licensor for such taxes within 30 days of Licensor's request for such reimbursement.

(ii) **Sales; Use and Other Taxes.** Licensor shall be responsible for billing, collecting, reporting, and remitting sales, use and other taxes directly related to any License Fee or other payments received pursuant to this Agreement. Licensee shall be responsible for reimbursing Licensor for all such sales, use and other taxes billed related to any payments received pursuant to this Agreement. Licensor shall add to the License Fee or any other payment then due and payable any associated sales, use or other tax, which shall be paid by Licensee at the same time and in the same manner as License Fee or other payment due and payable under this Agreement.

- (d) **Federal Use Fees & Assessments.** In the event that a particular Licensed Space is at a Tower Facility located on property which is owned by the Bureau of Land Management ("BLM") or the United States Forest Service ("USFS"), Licensee shall reimburse Licensor for any and all fees or assessments attributable to this Agreement or Licensee's



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use of the Licensed Space paid by Licensor to the BLM or USFS related to such Tower Facility within 30 days of Licensor's request for such reimbursement.

- (e) **Restrictions on Reimbursement.** Solely for the purposes of determining Licensee's portion of such taxes, fees, assessments or similar expenses as contemplated in this Section 5 or anywhere else in this Agreement, if any such amounts are determined in whole or in part on the income or profits (aside from gross revenues) of any person or entity, Licensor and Licensee shall agree on a fixed amount (subject to the Annual Escalator, which shall be applied in the same manner as it is applied to the License Fee), that shall be treated as such tax, fee, assessment or similar expense in lieu of the actual amount, which agreed to amount shall be set forth in an amendment to this Agreement.
- (f) **Payment Address.** All payments due under this Agreement shall be made to Licensor at Licensor's Remittance Address shown on page 1 of this Agreement or such other address as Licensor may notify Licensee of in writing.
- (g) **No Set-Off.** All payments due under this Agreement shall be due without set-off, notice, counterclaim or demand from Licensor to Licensee.
- (h) **Effect of Partial Payment.** No endorsement or statement on any check or letter accompanying a check for payment of any monies due and payable under the terms of this Agreement shall be deemed an accord and satisfaction, and Licensor may accept such check or payment without prejudice to its right to recover the balance of such monies or to pursue any other remedy provided by law or in this Agreement.

6. TERM.

- (a) **Initial Term.** The Initial Term of this Agreement shall be as specified on page 1.
- (b) **Renewal Term.** The Term of this Agreement may be extended for each of the Renewal Terms as specified on page 1 of this Agreement, provided that at the time of each such renewal, (i) the Ground Lease remains in effect and has not expired or been terminated, (ii) Licensee is not in default hereunder and no condition exists which if left uncured would with the passage of time or the giving of notice result in a default by Licensee hereunder and (iii) the original Licensee identified on page 1 of this Agreement has not assigned, sublicensed, subleased or otherwise transferred any of its rights hereunder. Provided that the foregoing conditions are satisfied, this Agreement shall automatically renew for each successive Renewal Term unless either Party notifies the other in writing of its intention not to renew this Agreement at least 180 days prior to the end of the then existing Term.
- (c) **Holdover Term.** If Licensee fails to remove the Approved Equipment at the expiration of the Term, such failure shall be deemed to extend the terms of this Agreement on a month-to-month basis under the same terms and conditions herein except that (i) a Monthly License Fee shall be due on or before the first day of every calendar month during such month-to-month term in an amount equal to 150% of the Monthly License Fee in effect for the last month of the Term ("Holdover Fee"), such Holdover Fee to escalate annually on the anniversary of the Commencement Date by an amount equal to 6% of the Holdover Fee in effect for the month immediately prior to the month in which escalation takes place, and (ii) the month-to-month extension shall be terminable upon 15 days' prior written notice from either Licensor or Licensee to the other; provided, however, nothing contained herein shall grant Licensee the unilateral right to extend the Term of this Agreement after the expiration of the Term. In addition to the Monthly License Fee payable to Licensor in the event of an extension under this subsection 6(c), Licensee agrees to indemnify and hold Licensor harmless from any Damages arising out of or in connection with the extension, the operation of the Approved Equipment at the Tower Facility and Licensee's failure to perform all of its obligations under this Agreement at the termination or earlier expiration of this Agreement.

- 7. **LIMITED COMMON EXPENSES.** Licensee shall reimburse Licensor for Licensee's pro-rata share of all common expenses (the "Common Expenses") incurred by Licensor in the installation, operation, maintenance and repair of the Tower Facility, including, but not limited to, the construction, maintenance and repair of a common septic system and field, insurance, common utilities and any and all other costs of operating and maintaining the Tower Facility. Notwithstanding the foregoing, the cost and expenses associated with any Damage which is directly attributable to the acts or omissions of Licensee or Licensee's contractors shall be borne solely by Licensee. Licensee shall not be required to pay any share of costs or expenses incurred to replace the Tower. In the event that Licensee also licenses space within a building or shelter owned by Licensor on the Tower Facility, Licensee shall also reimburse Licensor for its pro-rata share of all Common Expenses incurred for the operation, maintenance, repair and replacement associated with such building or shelter, including, without limitation, the physical structure of the building, HVAC system, and common utility expenses. In the event that Licensee is connected to a generator or back-up power supply owned by Licensor, Licensee shall also reimburse Licensor for its pro-rata share of all expenses incurred for the operation, maintenance, repair and replacement associated with such generator, including, without limitation, fuel expenses. For the purposes of this section, a "pro-rata share" of costs and expenses shall be determined based on the number of



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licensees using the Tower Facility (or with respect to a shared shelter or building, the number of licensees using Licensor's shelter or building) on the first day of the month in which an invoice is mailed to Licensee. Licensee shall reimburse Licensor for Common Expenses within 30 days following receipt of an invoice from Licensor.

8. **SITE INSPECTION.** Concurrent with Licensee's delivery of a fully executed Agreement to Licensor, and before the date of any subsequent modifications to or installation of additional Approved Equipment, Licensee shall pay Licensor the Site Inspection Fee as defined on page 1 of this Agreement. Licensee acknowledges that any site inspection performed by Licensor of Licensee's installation is for the sole purpose and benefit of Licensor and its affiliates, and Licensee shall not infer from or rely on any inspection by Licensor as assuring Licensee's installation complies with any Applicable Laws, that the installation was performed in a good, workmanlike manner or that such installation will not cause impermissible or unlawful interference.
9. **LABELING.** Licensee shall identify its Approved Equipment, including its equipment cabinets and coaxial cable (at the top and bottom of the Tower) (unless such cabinet is located in a building or cabinet owned by Licensee) by labels with Licensee's name, contact phone number and date of installation. In the event that Licensee fails to comply with this provision and fails to cure such deficiency within 10 days of Licensor's written notice of such failure, Licensor may, but is not obligated to, in addition to any other rights it may have hereunder, label the Approved Equipment and assess against Licensee a fee of \$1,500 which shall be payable to Licensor upon receipt of an invoice therefor. Licensor shall not be responsible to Licensee for any expenses or Damages incurred by Licensee arising from the interruption of Licensee's service caused by Licensor, if Licensor is unable to identify the Approved Equipment as belonging to Licensee as a result of Licensee's failure to label such Approved Equipment.

10. IMPROVEMENTS BY LICENSEE.

- (a) **Installation and Approved Vendors.** Prior to the commencement of any Work on the Tower Facility, Licensee shall submit to Licensor for review and approval, which approval shall not be unreasonably withheld, detailed plans and specifications accurately describing all aspects of the proposed Work. Licensee shall provide notice to Licensor no less than 5 days prior to the date upon which Licensee intends to commence Work at the Tower Facility, together with a construction schedule, so Licensor has the opportunity to be present during any such Work. Licensee shall not commence Work on the Tower Facility until Licensor issues to Licensee a NTP. Licensor shall issue a NTP only upon request from Licensee and receipt of the following complete and accurate documentation: (1) evidence that any contingencies set forth in the approval of Licensee's Application have been satisfied; (2) evidence that Licensee has obtained all required governmental approvals including, but not limited to, zoning approvals, building permits, and any applicable environmental approvals including copies of the same; (3) a copy of the plans and specifications that have been approved by Licensor for the proposed equipment installation; (4) evidence that any party, other than the Licensor but including the Licensee, that will be performing the Work are on Licensor's approved vendor list, with valid and current worker's compensation and general liability insurance certificates on file with Licensor naming Licensor as an additional insured and which otherwise satisfy the insurance coverage requirements set forth in section 15(d) of this Agreement; and (5) a construction schedule. In no event will a NTP be issued prior to the payment by Licensee of a Relocation Application Fee when required pursuant to section 10(c) of this Agreement. Notwithstanding anything to the contrary in this Agreement, Licensor reserves the right, in its sole discretion, to refuse to permit any person or company to climb the Tower.
- (b) **Structural Analysis/Interference Analysis.** Prior to the commencement of any Work on the Tower Facility by or for the benefit of Licensee, Licensor may, in its reasonable discretion, perform or cause to be performed a structural analysis or require a professional engineer's certified letter to determine the availability of capacity at the Tower Facility for the installation or modification of any Approved Equipment and/or additional equipment at the Licensed Space by Licensee. Licensee agrees to remit payment to Licensor for all reasonable costs and expenses incurred by Licensor for such structural analysis or professional engineer's certified letter ("**Structural Analysis Fee**") within 30 days following receipt of an invoice from Licensor. The foregoing charge shall be at Licensor's prevailing rates for the performance of same or the amount Licensor's vendor is then charging Licensor, as applicable. In the event a structural analysis is performed after the execution of this Agreement but prior to the initial installation of the Approved Equipment, and such analysis indicates that the existing Tower cannot accommodate the proposed installation of Licensee's Approved Equipment thereon, Licensor shall notify Licensee that modification of the Tower is required and inform Licensee of the fee Licensor will charge Licensee to complete such modification (which fee shall be a reasonable estimate of Licensor's actual cost of making such modifications). Such modification shall become part of the Tower Facility and be Licensor's sole property. If Licensee elects not to pay such fee, and Licensee and Licensor do not otherwise reach an agreement regarding the costs of such modification, Licensee may terminate this Agreement upon written notice to Licensor. Prior to the commencement of any initial or subsequent construction or installation on the Tower Facility by or for the benefit of Licensee and/or the modification of Licensee's Permitted Frequencies propagated from the Licensed Space, Licensor may elect to perform a shared site interference study ("**SSIS**") and Licensee shall pay Licensor a fee of \$1,600.00 per study ("**SSIS Fee**"), as adjusted annually on the anniversary of the Commencement Date by a percentage rate equal to the Annual



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Escalator. This fee shall be payable at the time Licensee pays the Relocation Application Fee where required pursuant to section 10(c) of this Agreement, or immediately upon receipt of notice from Licensor that Licensor has determined that a SSIS is required. In the event a SSIS is performed after the execution of this Agreement by Licensor but prior to the installation of Licensee's Approved Equipment, and such SSIS indicates that the proposed installation of Licensee's Approved Equipment on the Tower is acceptable, such an indication in no way relieves Licensee of its obligations under section 11 herein.

- (c) **Equipment; Relocation, Modification, Removal.** Licensor hereby grants Licensee reasonable access to the Licensed Space for the purpose of installing and maintaining the Approved Equipment and its appurtenances. Except as otherwise provided, Licensee shall be responsible for all site Work to be done on the Licensed Space or the Easement pursuant to this Agreement. Licensee shall provide all materials and shall pay for all labor for the construction, installation, operation, maintenance and repair of the Approved Equipment. Licensee shall not construct, install or operate any equipment or improvements on the Tower Facility other than those which are described on Exhibit A, alter the Permitted Frequencies, or alter the operation of the Approved Equipment. Licensee shall submit an Application, utilizing Licensor's then current form, to request the right to replace or modify its Approved Equipment, alter the Permitted Frequencies or increase the Ground Space, which Application shall be accompanied by a Relocation Application Fee. Licensor shall evaluate for approval the feasibility of Licensee's request, which approval shall be in Licensor's sole discretion. Licensee acknowledges that any such relocation or modification of the Approved Equipment may result in an increase in the Monthly License Fee. An amendment to this Agreement shall be prepared to reflect each addition or modification to Licensee's Approved Equipment to which Licensor has given its written consent and the resulting increase in the Monthly License Fee, if any. Licensee shall have the right to remove all Approved Equipment at Licensee's sole expense on or before the expiration or earlier termination of the License provided Licensee repairs any damage to the Tower Facility or the Tower caused by such removal. Within 30 days of the expiration or termination of this Agreement for any reason, Licensee shall: (i) remove the Approved Equipment and any other property of Licensee at the Tower Facility at Licensee's sole risk, cost, and expense; (ii) deliver the Licensed Space in substantially the same and in as good a condition as received (ordinary wear and tear excepted); and (iii) repair any damage caused by the removal of the Approved Equipment within 10 days of the occurrence of such damage. If Licensee fails to timely pay the Holdover Fee or does not remove its Approved Equipment within 30 days after the expiration or termination of this Agreement, (i) the Approved Equipment shall be deemed conclusively and absolutely abandoned by Licensee and anyone claiming by, through, or under Licensee except for Hazardous Materials and waste and Approved Equipment containing Hazardous Materials and waste; and (ii) Licensor shall have the right to remove the Approved Equipment at Licensee's sole expense and dispose of such Approved Equipment in any manner Licensor so elects, and Licensee shall reimburse Licensor for its expenses upon demand without off-set.

11. RF INTERFERENCE/ USER PRIORITY.

- (a) **Definitions.** For purposes of this section 11, the following capitalized terms shall have the meanings set forth herein:
- (i) **Interference** includes any performance degradation, misinterpretation, or loss of information to a radio communications system caused by unwanted energy emissions, radiations, or inductions, but shall not include permissible interference as defined by the FCC, and in addition, with regard to Unlicensed Frequencies, congestion.
 - (ii) **Licensed Frequencies** are those certain channels or frequencies of the radio frequency spectrum that are licensed by the FCC in the geographic area where the Tower Facility is located.
 - (iii) A **Licensed User** is any user of the Tower Facility, including Licensee, which transmits and/or receives Licensed Frequencies at the Tower Facility, but only with respect to such Licensed Frequencies.
 - (iv) A **Priority User** is any Licensed User of the Tower Facility that holds a priority position in relationship to Licensee for protection from Interference, as determined in this section 11, which status is subject to change as set forth herein.
 - (v) A **Subsequent User** is any user of the Tower Facility that holds a subordinate position in relationship to Licensee for protection from Interference, as determined in this section 11, which status is subject to change as set forth herein.
 - (vi) **Unlicensed Frequencies** are those certain channels or frequencies of the radio frequency spectrum that are not licensed by the FCC and are available for use by the general public in the geographic area where the Tower Facility is located.



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- (vii) An **Unlicensed User** is any user of the Tower Facility, including Licensee, which transmits and/or receives Unlicensed Frequencies at the Tower Facility, but only with respect to such Unlicensed Frequencies.
- (b) **Information.** Licensee shall cooperate with Licensor and with other lessees, licensees or occupants of the Tower Facility for purposes of avoiding Interference and/or investigating claims of Interference. Upon request, Licensee, within 10 days of Licensor's request, shall provide Licensor with a list of Licensee's transmit and receive frequencies and Approved Equipment specifications necessary to resolve or investigate claims of Interference.
- (c) **Unlicensed Frequencies.** Notwithstanding any other provision contained herein, as among Licensor, Licensee and other users of the Tower or Tower Facility, (i) an Unlicensed User shall have no priority with respect to any other FCC Unlicensed Users with respect to Interference; and (ii) an Unlicensed User's rights and obligations with respect to such Interference shall be determined and governed by FCC Rules and Regulations and any other Applicable Law. Licensor expressly disclaims any and all warranties and accepts no responsibility for management, mediation, mitigation or resolution of Interference among FCC Unlicensed Users operating at the Tower Facility and shall have no liability therefor.
- (d) **Licensed Frequencies.** Subject to FCC Rules and Regulations and other Applicable Law, the Parties acknowledge and agree that the accepted industry standard for priority protection from Interference between multiple Licensed Users has been based on the priority of occupancy of each user to another user of the Tower or Tower Facility, which priority has been based on the order of submittal of its collocation Application by each user of the Tower or Tower Facility. Should Application of FCC Rules and Regulations and other Applicable Law not resolve any claims of Interference consistent with subsections 11(e), 11(f) and 11(g) below, as among Licensor, Licensee and other users of the Tower Facility, (i) each Licensed User's priority shall be maintained so long as the Licensed User does not change the equipment and/or frequency that it is entitled to use at the Tower Facility at the time of its initial occupancy; and (ii) Licensee acknowledges and agrees that if Licensee replaces its Approved Equipment or alters the radio frequency of the Approved Equipment to a frequency range other than as described on page 1 of this Agreement, Licensee will lose its priority position for protection from Interference with regard to Approved Equipment operating at the new frequency in its relationship to other Licensed Users which are in place as of the date Licensee replaces its Approved Equipment or alters its radio frequency, consistent with this section 11.
- (e) **Correction.**
- (i) **Licensee.** Licensee agrees not to cause Interference with the operations of any other user of the Tower or Tower Facility and to comply with all other terms and provisions of this section 11 imposed upon Licensee. If Licensor determines, in its reasonable discretion based on standard and accepted engineering practices, that Licensee's Approved Equipment is causing Interference to the installations of Licensor or a Priority User, Licensee shall, within 48 hours of notification from Licensor, commence such actions as are necessary to mitigate or eliminate the Interference, with the exception of ceasing Licensee's operations. If Licensee cannot mitigate or eliminate such Interference within the 48 hour period, Licensor may file a complaint with the FCC (currently the FCC's Enforcement Bureau, Spectrum Enforcement Division) or if such other user of the Tower Facility which is subject to Interference from Licensee's Approved Equipment is a Priority User, then upon the request of such Priority User consistent with Licensor's contractual obligations owed to the Priority User, Licensor may require that Licensee turn off or power down its interfering Approved Equipment and only power up or use such Approved Equipment during off-peak hours specified by Licensor in order to test whether such Interference continues or has been satisfactorily eliminated. If Licensee is unable to resolve or eliminate, to the satisfaction of Licensor, such Interference within 30 days from Licensee's initial notification thereof, Licensee will immediately remove or cease operations of the interfering Approved Equipment.
- (ii) **Licensor.** Upon the request of Licensee, Licensor hereby covenants to take commercially reasonable efforts to prohibit a Subsequent User from causing Interference with the operations of Licensee to the extent Licensee is a Priority User pursuant this section 11. If Licensor determines, in its reasonable discretion based on standard and accepted engineering practices, that a Subsequent User's equipment is causing Interference to the installations of Licensee, upon Licensee's request, Licensor shall, within 48 hours of request, commence such actions as are necessary to mitigate or eliminate the Interference, with the exception of ceasing Subsequent User's operations.
- (iii) **Government Users.** Notwithstanding the foregoing, if another user of the Tower or Tower Facility is a governmental entity, Licensor shall give such governmental entity written notice of the Interference within 5 Business Days of Licensor's determination that such action is reasonably necessary. Licensor shall have the right to give the governmental entity 5 Business Days, or more as specified in the governmental site or occupancy agreement or as required by Applicable Law, from the receipt of such notice prior to Licensor being required to take any actions required by this subsection 11 (e) to cure such Interference.

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- (f) **FCC Requirements Regarding Interference.** Nothing herein shall prejudice, limit or impair Licensee's rights under Applicable Law, including, but not limited to, FCC Rules and Regulations to redress any Interference independently of the terms of this section 11. Notwithstanding anything herein to the contrary, the provisions set forth in this section 11 shall be interpreted in a manner so as not to be inconsistent with Applicable Law, including, but not limited to, FCC Rules and Regulations and nothing herein relieves Licensee from complying with all Applicable Laws governing the propagation of radio frequencies and/or radio frequency interference. The Parties acknowledge that currently FCC Rules and Regulations govern the obligations of wireless telecommunication service providers with respect to the operation of equipment and use of frequencies. Consequently, the provisions set forth in this section 11 are expressly subject to CFR, Title 47, including but not limited to Part 15, et seq, governing Radio Frequency Devices; Part 20, et seq, governing commercial mobile radio services; Part 24, et seq, governing personal communications services; and Part 90, et seq, governing private land mobile radio services. In addition, in accordance with good engineering practice and standard industry protocols, licensees employ a wide range of techniques and practices, including those involving the use of proper types of equipment as well those related to the adjustment of operating parameters, in a mutually cooperative effort to identify and mitigate sources of Interference. The obligation of Part 20 licensees, including, but not limited to, private paging, specialized mobile radio services, cellular radiotelephone service and personal communications services, to avoid Interference is set forth in 47 CFR Part 90, Subpart N – Operating Requirements, §90.403(e). Claims of Interference are ultimately cognizable before the FCC's Enforcement Bureau, Spectrum Enforcement Division. Licensee shall observe good engineering practice and standard industry protocols, applying such commercially reasonable techniques as constitute best practices among licensees, in the deployment of their frequencies and the operation of the Approved Equipment. If Licensee deploys its frequencies or operates the Approved Equipment in a manner which prevents any other user of the Tower or Tower Facility from decoding signal imbedded in their licensed frequencies such that the Spectrum Enforcement Division makes a determination that Licensee is the cause of the Interference and Licensee fails or refuses to mitigate or eliminate the Interference within the time and manner proscribed by the Spectrum Enforcement Division, Licensee shall be default of this Agreement and the remedies set forth in section 22 shall apply.
- (g) **Public Safety Interference.** As of the Commencement Date, Licensor and Licensee are aware of the publication of FCC Final Rule, Private Land Mobile Services; 800 MHz Public Safety Interference Proceeding, *Federal Register*, November 22, 2004 (Volume 69, Number 224), Rules and Regulations, Page 67823-67853 ("Final Rule"). Claims of Interference made by or against users which are public safety entities shall be in compliance with the Final Rule as and when effective, or otherwise in accordance with FCC Rules and Regulations.
- (h) **AM Detuning.** The parties acknowledge that the FCC Rules and Regulations govern the obligations of Licensee with respect to the operation of the Approved Equipment. Consequently, the provisions set forth in this Agreement are expressly subject to the FCC Rules and Regulations, including, but not limited to 47 C.F.R. §§ 27.63, 22.371 and 73.1692. Licensee agrees, at Licensee's sole cost, to comply with the foregoing as well as any and all other FCC Rules, Regulations and public guidance relating to AM detuning as such provisions currently exist or are hereafter modified. Licensee shall be fully responsible for any pre and/or post installation testing for AM interference at the Tower Facility and for the installation of any new detuning apparatus or the adjustment of any existing detuning apparatus that may be necessary to prevent adverse effects on the radiation pattern of any AM station caused by the installation of the Approved Equipment. Licensee shall provide Licensor with written proof of such compliance. In the event that Licensee determines that pre or post-installation testing for AM interference is not required at the Tower Facility, such a determination shall be at Licensee's sole risk. If Licensee or Licensor receives a complaint of interference from an AM broadcast station after the Approved Equipment is added to a Tower or a Tower is modified to accommodate Licensee, Licensee shall eliminate such interference within 30 calendar days of the receipt of such complaint. Licensee's failure to eliminate such interference within such 30 day period shall constitute a default under this Agreement and Licensor shall have the right to eliminate such interference at Licensee's expense. Licensee further agrees to indemnify Licensor in the event that Licensee's failure to comply with the FCC Rules and Regulations prior to installation/modification of the Approved Equipment results in any administrative investigation, proceeding or adjudication with respect to Licensor.
12. **SITE RULES AND REGULATIONS.** Licensee agrees to comply with the reasonable rules and regulations established from time to time at the Tower Facility by Licensor, which may be modified by Licensor from time to time upon receipt by Licensee of such revised rules and regulations. Such rules and regulations will not unreasonably interfere with Licensee's use of the Licensed Space under this Agreement.
13. **DESTRUCTION; CONDEMNATION.**
- (a) **Destruction.** If the Tower or other portions of the improvements at the Tower Facility owned by Licensor are destroyed or so damaged as to materially interfere with Licensee's use and benefits from the Licensed Space, Licensor or Licensee shall be entitled to elect to cancel and terminate this Agreement on the date of such casualty and any unearned Monthly License Fee paid in advance of such date shall be refunded by Licensor to Licensee



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within 30 days of such termination date. Notwithstanding the foregoing, Licensor may elect, in its sole discretion, to restore the damaged improvements, in which case Licensee and Licensor shall remain bound to the terms of this Agreement but Licensee shall be entitled to an abatement of the Monthly License Fee during the loss of use. If the Tower is so damaged that reconstruction or repair cannot reasonably be undertaken without removing the Approved Equipment, then (i) Licensor may, upon giving written notice to Licensee, remove any of the Approved Equipment and interrupt the signal activity of Licensee, (ii) Licensee may, at Licensee's sole cost and expense, install temporary facilities pending such reconstruction or repair, provided such temporary facilities do not interfere with the construction, rebuilding or operation of the Tower, (iii) Licensor agrees to provide Licensee alternative space, if available, on the Tower or at the Tower Facility during such reconstruction/repair period and (iv) should Licensor not substantially restore or replace the Tower in a fashion sufficient to allow Licensee to resume operations thereon within 6 months of the date of casualty, provided that such 6 month period shall be automatically extended for so long as Licensor has commenced and diligently continues to restore or replace such Tower, and Licensee's operation has been materially disrupted for 60 or more consecutive days, then Licensee, upon 30 days' prior written notice to Licensor, may terminate this Agreement.

- (b) **Condemnation.** If the whole or any substantial part of the Tower Facility shall be taken by any public authority under the power of eminent domain or in deed or conveyance in lieu of condemnation so as to materially interfere with Licensee's use thereof and benefits from the Licensed Space, then this Agreement shall terminate on the part so taken on the date of possession by such authority of that part, and Licensor or Licensee shall have the right to terminate this Agreement and any unearned Monthly License Fee paid in advance of such termination shall be refunded by Licensor to Licensee within 30 days following such termination. Notwithstanding the foregoing, Licensor may elect to rebuild the Tower or other improvements affected by such condemnation at an alternate location or property owned, leased or managed by Licensor, in which case Licensee and Licensor shall remain bound hereby. Upon such relocation of the Tower or improvements, the Licensed Space shall be modified to include the new Tower or improvements and the property on which the same are located and this Agreement shall be amended accordingly to clarify the rights of Licensor and Licensee with respect to the Licensed Space. Licensee agrees not to make a claim to the condemning authority for any condemnation award to the extent such claim shall diminish or affect the award made to Licensor with regard to such condemnation.
- (c) **License Fee Abatement.** The Monthly License Fee with respect to the affected Tower Facility shall be abated during any period that the Tower has not been restored following an event described in subsections (a) or (b) above so long as Licensee is unable to continue to operate from a temporary location at the property during any period of restoration.

14. COMPLIANCE WITH LAWS. Licensor shall be responsible for compliance with any marking and lighting requirements of the FAA and the FCC applicable to the Tower Facility, provided that if the requirement for compliance results from the presence of the Approved Equipment on the Tower, Licensee shall pay the costs and expenses therefor (including any lighting automated alarm system so required). Licensee has the responsibility of carrying out the terms of Licensee's FCC license with respect to tower light observation and notification to the FAA if those requirements imposed on Licensee are in excess of those required of Licensor. Notwithstanding anything to the contrary in this Agreement, Licensee shall at all times comply with all Applicable Laws and ordinances and all rules and regulations of municipal, state and federal governmental authorities relating to the installation, maintenance, location, use, operation, and removal of the Approved Equipment and other alterations or improvements authorized pursuant to the provisions of this Agreement.

15. INDEMNIFICATION; INSURANCE.

- (a) **Mutual Indemnity.** Subject to the mutual waiver of subrogation set forth in section 27, Licensee and Licensor each indemnifies the other against and holds the other harmless from any and all costs, demands, Damages, suits, expenses, or causes of action (including reasonable attorneys fees and court costs) which arise out of the use and/or occupancy of the Licensed Space by the Indemnifying Party. This indemnity does not apply to any Claims arising from the gross negligence or intentional misconduct of the Indemnified Party.
- (b) **Limits on Indemnification.** Neither Party shall be responsible or liable to any of the foregoing Indemnified Parties for any Damages arising from any claim to the extent attributable to any acts or omissions of other licensees or users occupying the Tower Facility or for any structural or power failures or destruction or damage to the Tower Facility except to the extent caused by the sole, joint, or concurrent gross negligence or willful misconduct of such Party.
- (c) **Survival.** The provisions of this section 15 shall survive the expiration or earlier termination of this Agreement with respect to any events occurring on or before expiration or termination of same whether or not Claims relating thereto are asserted before or after such expiration or termination.



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(d) **Insurance.** Licensor and Licensee shall keep in full force and effect, during the Term of this Agreement, insurance coverage in accordance with Appendix II attached hereto.

16. LIMITATION OF PARTIES' LIABILITY. NEITHER LICENSOR NOR LICENSEE SHALL BE RESPONSIBLE FOR, AND HEREBY WAIVES ANY INCIDENTAL OR CONSEQUENTIAL DAMAGES INCURRED RESULTING FROM (i) LICENSEE'S USE OR LICENSEE'S INABILITY TO USE THE TOWER FACILITY, OR (ii) DAMAGE TO THE OTHER'S EQUIPMENT. If Licensor shall fail to perform or observe any term, condition, covenant or obligation required to be performed or observed by it under this Agreement or is charged with an indemnity obligation hereunder, and if Licensee shall, as a consequence thereof, recover a money judgment against Licensor (whether compensatory or punitive in nature), Licensee agrees that it shall look solely to Licensor's right, title and interest in and to the Tower Facility and the Tower for the collection of such judgment, and Licensee further agrees that no other assets of Licensor shall be subject to levy, execution or other process for the satisfaction of Licensee's judgment, and that Licensor shall not be personally liable for any deficiency.

17. DISCLAIMER OF WARRANTY. LICENSOR HEREBY EXPRESSLY DISCLAIMS ALL WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE ASSOCIATED WITH THE TOWER FACILITY OR THE TOWER. LICENSEE HEREBY ACCEPTS THE TOWER FACILITY "AS IS, WHERE IS, WITH ALL FAULTS."

18. NOTICES. All notices, demands, approvals, requests and other communications shall be in writing to such Party at the address listed in the introductory paragraph of this Agreement (and in each case, in the event of notice to Licensor, with a copy of such notice to American Towers, Inc., 116 Huntington Avenue, Boston, MA 02116, Attention: General Counsel) or at such other address as such Party shall designate by notice to the other party hereto in accordance with this section 18 (the "Notice Address") and may be personally delivered; mailed, via United States certified mail, return receipt requested; or transmitted by overnight courier for next Business Day delivery, and, if not delivered personally, shall be deemed to be duly given or made 2 Business Days after deposit with the applicable carrier or courier. Notices will be deemed to have been given upon either receipt or rejection. Notwithstanding the foregoing, (i) any notice that is given by a party may be given by the attorneys for that party and shall be deemed effective for all purposes herein, and (iii) only notices, letters, documents, or instruments threatening to declare or declaring such addressee or recipient in default under this Agreement shall be required to be sent to the attorneys representing such addressee or recipient, if the name and address of such attorney is provided for herein.

19. ASSIGNMENT; SUBLEASING. Licensee may not assign this Agreement as a whole, or any portion of Licensee's rights, title and interests hereunder without Licensor's prior written consent. In no event may Licensee sublet, sublease, or permit any use of the Tower Facility or Licensed Space by any other party. Any permitted assignee shall expressly assume, and become bound by, all of Licensee's obligations under this Agreement. Licensor may freely assign, transfer, or sublease this Agreement and, in such event, Licensor shall be relieved of all of its obligations under this Agreement from and after the date of such assignment or transfer. Licensee shall pay Licensor a fee of \$500.00 (which fee shall increase annually on each anniversary of the Commencement Date by a percentage rate increase equal to the Annual Escalator) in each instance in which Licensee requests Licensor to consent to an assignment of this Agreement or in which Licensee seeks an estoppel certificate, nondisturbance agreement, subordination agreement or other similar agreement to defray the administrative cost incurred by Licensor to process such requests, prepare and process any necessary documentation, and modify its database and other information systems to reflect any such agreement. Such fee is due upon submission of Licensor's request and is hereby deemed fully earned by Licensor upon receipt. Notwithstanding anything to the contrary, Licensor may condition its consent to any assignment, on among other things, (i) requiring that the assignee execute a new form of license agreement so long as the Monthly License Fee and Initial and Renewal Terms of such agreement are consistent with those set forth in this Agreement, and (ii) requiring the assignee to demonstrate that it maintains at the time of such assignment, as evidenced by current financial statements provided to Licensor, a financial position reasonably demonstrating the ability of such assignee to meet and perform the obligations of Licensee hereunder through the unexpired balance of the then current Initial Term or Renewal Term. Any purported assignment by Licensee in violation of the terms of this Agreement shall be void. This Agreement shall be binding upon the successors and permitted assigns of both Parties.

20. SUBORDINATION TO GROUND LEASE. The Parties acknowledge and agree that in the event Licensor's rights in the Licensed Space and/or any part of the Tower Facility is derived in whole or part pursuant to an underlying lease, sublease, permit, easement or other right of use agreement (a "Ground Lease"), all terms, conditions and covenants contained in this Agreement shall be specifically subject to and subordinate to the terms and conditions of the applicable Ground Lease. In the event that any of the provisions of the Ground Lease are in conflict with any of the provisions of this Agreement (other than those provisions relating to the length of term, termination rights or financial consideration), the terms of the Ground Lease shall control. Further, Licensee agrees to comply with the terms of such Ground Lease as applicable to the access and occupancy of the Licensed Space. Notwithstanding anything contained in this Agreement to the contrary, if the Ground Lease expires or is terminated for any reason, this Agreement shall terminate on the effective date of such termination and Licensor shall have no liability to Licensee as a result of the termination of this Agreement. Licensor is under no obligation to extend the term of or renew the Ground Lease. Licensor shall give

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Licensee written notice of such termination or expiration of this Agreement as a result of the termination or expiration of the Ground Lease as soon as practicable. Unless prohibited by the terms of such Ground Lease, upon Licensee's written request, Licensor shall provide a copy of any applicable Ground Lease with the economic terms and other terms that Licensor deems reasonably confidential redacted.

- 21. DEFAULT.** The occurrence of any of the following instances shall be considered to be a default or a breach of this Agreement by Licensee: (i) any failure of Licensee to pay the Monthly License Fee, or any other charge for which Licensee has the responsibility of payment under this Agreement, within 10 Business Days of the date following written notice to Licensee from Licensor, or its designee, of such delinquency, it being understood, however, that Licensor is obligated to provide such notice only two times in each calendar year, and the third instance of the failure to pay the Monthly License Fee or any other charge shall be an immediate default without notice to Licensee if not paid within 10 Business Days of the date when due; (ii) except for a breach of Other Provisions "A" for which the cure period is set forth in subsection (iv) below, any failure of Licensee to perform or observe any term, covenant, provision or condition of this Agreement which failure is not corrected or cured by Licensee within 30 days of receipt by Licensee of written notice from Licensor, or its designee, of the existence of such a default; except such 30 day cure period shall be extended as reasonably necessary to permit Licensee to complete a cure so long as Licensee commences the cure within such 30 day cure period and thereafter continuously and diligently pursues and completes such cure; (iii) failure of Licensee to abide by the Interference provisions as set forth in section 11; (iv) Licensee breaches Other Provisions "A" and Licensee fails to cure this breach within ten (10) days of Licensor's written notice to Licensee, or its designee of the existence of such default of Other Provisions "A"; (v) Licensee shall become bankrupt, insolvent or file a voluntary petition in bankruptcy, have an involuntary petition in bankruptcy filed against Licensee which cannot be or is not dismissed by Licensee within 60 days of the date of the filing of the involuntary petition, file for reorganization or arrange for the appointment of a receiver or trustee in bankruptcy or reorganization of all or a substantial portion of Licensee's assets, or Licensee makes an assignment for such purposes for the benefit of creditors; (vi) this Agreement or Licensee's interest herein or Licensee's interest in the Tower Facility are executed upon or attached; (vii) Licensee commits or fails to perform an act which results in a default under or nonconformance with the Ground Lease by Licensor and the same shall not be cured within 5 Business Days (or such shorter time as permitted under the Ground Lease to cure) of the date following written notice to Licensee from Licensor, or its designee, of such default; or (viii) the imposition of any lien on the Approved Equipment except as may be expressly authorized by this License, or an attempt by Licensee or anyone claiming through Licensee to encumber Licensor's interest in the Tower Facility, and the same shall not be dismissed or otherwise removed within 10 Business Days of written notice from Licensor to Licensee.
- 22. REMEDIES.** In the event of a default or a breach of this Agreement by Licensee and after Licensee's failure to cure the same within the time allowed Licensee to cure such default, if applicable, then Licensor may, in addition to all other rights or remedies Licensor may have hereunder at law or in equity, (i) terminate this Agreement by giving written notice to Licensee, stating the date upon which such termination shall be effective, accelerating and declaring to be immediately due and payable the then present value of all Monthly License Fees and other charges or fees which would have otherwise been due Licensor absent a breach of the Agreement by Licensee, discounted by an annual percentage rate equal to 5%, (ii) terminate electrical power to the Approved Equipment, and/or (iii) remove the Approved Equipment without being deemed liable for trespass or conversion and store the same at Licensee's sole cost and expense for a period of 30 days after which the Approved Equipment, other than Hazardous Materials, will be deemed conclusively abandoned if not claimed by Licensee. Licensee shall pay all reasonable attorney's fees, court costs, removal and storage fees (including any damage caused thereby), and other items of cost reasonably incurred by Licensor in recovering the Monthly License Fee or other fee or charge. Licensee shall not be permitted to claim the Approved Equipment until Licensor has been reimbursed for removal and storage fees. Past due amounts under this Agreement will bear interest from the date upon which the past due amount was due until the date paid at a rate equal to 18% per annum, or at a lower rate if required by law in the state in which this Agreement is to be performed. In addition, Licensee shall be assessed a late payment fee equal to 25% of the then-current Monthly License Fee for any payment or reimbursement due to Licensor under this Agreement which is overdue by ten (10) days or more and such fee shall be assessed for each 30 day period thereafter that any such amount (or portion thereof) remains unpaid.
- 23. GOVERNMENTAL APPROVALS; PERMITS.** In the event that any governmental permit, approval or authorization required for Licensor's use of, operation of, or right to license space to Licensee at the Tower Facility is terminated or withdrawn by any governmental authority or third party as part of any governmental, regulatory, or legal proceeding, Licensor may terminate this Agreement. Licensee hereby agrees that in the event of a governmental or legal order requiring the removal of the Approved Equipment from the Tower, the modification of the Tower, or the removal of the Tower, Licensee shall remove the Approved Equipment promptly, but in no event later than the date required by such order, at Licensee's sole cost and expense. Licensor shall cooperate with Licensee in Licensee's efforts to obtain any permits or other approvals that may be necessary for Licensee's installation and operation of the Approved Equipment, provided that Licensor shall not be required to expend any funds or undertake any liability or obligation in connection with such cooperation. Licensor may elect to obtain such required approvals or permits on Licensee's behalf, at Licensee's sole cost and expense. In no event may Licensee encourage, suggest, participate in or permit the imposition of any restrictions or additional obligations whatsoever on the Tower Facility or Licensor's current or future use or ability

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to license space at the Tower Facility as part of or in exchange for obtaining any such approval or permit. In the event that Licensee's shelter or cabinets are installed above a third-party or Licensor-owned shelter or building, Licensee shall be solely responsible for obtaining any required approvals, or permits in connection with such shelter or cabinet installation, excepting the consent of other users at the Tower Facility and/or the ground landlord which shall remain the sole responsibility of Licensor where required.

24. REPLACEMENT OF TOWER/RELOCATION OF APPROVED EQUIPMENT.

- (a) **Replacement of Tower.** Licensor may, at its election, replace or rebuild the Tower or a portion thereof. Such replacement will (i) be at Licensor's sole cost and (ii) not result in an interruption of Licensee's communications services beyond that which is necessary to replace the new Tower. If Licensee, in Licensee's reasonable discretion, cannot operate the Approved Equipment from the existing Tower during such replacement or rebuild of the Tower, Licensee may establish, at Licensee's sole cost, a temporary facility on the Tower Facility to provide such services as Licensee deems necessary during any such construction by Licensor so long as adequate space is then available. The location of such temporary facilities shall be subject to Licensor's approval. The License Fee due hereunder shall be abated for any period during which Licensee is prevented from broadcasting from the existing Tower due to such replacement or relocation. At the request of either Party, Licensor and Licensee shall enter into an amendment to this Agreement to clarify the rights of Licensor and Licensee to the new Tower Facility.
- (b) **Relocation of Approved Equipment.** In the event another Paying Carrier (as hereinafter defined) desires to occupy the space on the Tower (which includes any necessary vertical separation as determined by Licensor) where Licensee's Approved Equipment is then located (the "Trigger Condition"), Licensor reserves the right to require Licensee to decide whether to (i) terminate this Agreement, (ii) relocate Licensee's Approved Equipment located at the Tower Facility, at Licensee's sole cost and expense, to another antenna mount height on the Tower, or (iii) increase the Monthly License Fee to that which would initially be paid by the Paying Carrier ("Paying Carrier Rate"), all in accordance with the terms and provisions provided in this section 24(b). Upon the Trigger Condition occurring, Licensor may notify Licensee in writing ("Relocation Notice") that the Trigger Condition has occurred and if other spaces or antenna mount heights are available to accommodate Licensee's Approved Equipment on the Tower (without the requirement of any improvements to the Tower by Licensor), indicate which other spaces or antenna mount heights are so available and, also, indicate the Paying Carrier Rate. Within 10 Business Days of Licensee's receipt of the Relocation Notice, Licensee will be required to inform Licensor in writing of its election either to (A) increase the Monthly License Fee to the Paying Carrier Rate (which would thereafter be subject to escalation of the Monthly License Fee generally as otherwise provided in this Agreement) and continue to occupy the same space or antenna mount height on the Tower; (B) provided other spaces or antenna mount height are available on the Tower, relocate Licensee's Approved Equipment to one of the other such spaces or antenna mount height as specified in the Relocation Notice; or (C) remove Licensee's Approved Equipment from Tower and terminate this Agreement. If Licensee elects option (A), then such election shall be effective and the Monthly License Fee shall increase effective upon the eleventh Business Day after Licensee's receipt of the Relocation Notice without further act or deed. If Licensee elects option (B), if such option is available, and notifies Licensor that it elects to relocate its Approved Equipment to a particular antenna mount height or space specified in the Relocation Notice, Licensee shall have 45 days of Licensee's receipt of the Relocation Notice to relocate its Approved Equipment on the Tower to such elected space or antenna mount height at Licensee's sole cost and expense, such relocation to be subject to all terms and conditions of this Agreement otherwise imposed. If Licensee elects or is deemed to elect option (C), Licensee will remove its Approved Equipment from the Tower Facility within 45 days of Licensee's receipt of the Relocation Notice, such removal to be subject to all terms and conditions of this Agreement otherwise imposed. If Licensor fails to receive notice from Licensee within such 10 Business Day period as to whether Licensee elects option (A), (B) or (C), then Licensee shall be deemed conclusively to have elected option (C). If Licensee elects option (B) or elects or is deemed to elect option (C), if Licensee fails to relocate or remove the Approved Equipment within such time period as required above, TIME BEING OF THE ESSENCE, then the Approved Equipment shall be deemed conclusively and absolutely abandoned by Licensee and anyone claiming by, through, or under Licensee except for Hazardous Materials and waste and equipment containing Hazardous Materials and waste, which shall be removed by Licensee from the Tower Facility immediately; and Licensor shall have the right to remove the Approved Equipment at Licensee's sole expense and dispose of such Approved Equipment in any manner Licensor so elects, and Licensee shall reimburse Licensor for its expenses upon demand without off-set. For purposes of this section, a "Paying Carrier" is a paying carrier or potential licensee of Licensor which, through a written Application or offer, offers to monetarily compensate Licensor for the right to use the space on the Tower included in the Licensed Space.
- (c) **Tower Removal:** If during the term of this Agreement Licensor determines based on engineering structural standards generally applied to communications towers that the Tower is or has become structurally unsound such that pursuant to generally accepted industry safety standards the Tower or a portion thereof must be removed, then, upon 90 days prior written notice to Licensee, Licensor may, in its sole discretion either (i) remove the Tower and terminate this Agreement effective as of the date of such removal, or (ii) modify the Tower and relocate



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Licensee's Approved Equipment to an alternative location on the modified Tower. If Licensee and Licensor are not able to agree on an alternative location on the modified Tower for the installation of Licensee's Approved Equipment within the foregoing 90 day notice period, then Licensee or Licensor may elect to terminate the Agreement.

25. **EMMISSIONS.** If antenna power output ("RF Emissions") is presently or hereafter becomes subject to any restrictions imposed by the FCC or other governmental agency for RF Emissions standards on Maximum Permissible Exposure ("MPE") limits, or if the Tower Facility otherwise becomes subject to federal, state or local rules, regulations, restrictions or ordinances, Licensee shall comply with Licensor's reasonable requests for modifications to the Approved Equipment which are reasonably necessary for Licensor to comply with such limits, rules, regulations, restrictions or ordinances and Licensor shall use commercially reasonable efforts to cause all other licensees of the Tower Facility to promptly comply. If Licensor requires an engineering evaluation or other power density study be performed to evaluate RF Emissions compliance with MPE limits, then all reasonable costs of such an evaluation or study shall be paid proportionately by Licensee and all other licensees of the Tower within 30 days of Licensor's request therefor. If said study or a study sponsored by any governmental agency indicates that RF Emissions at the Tower Facility do not comply with MPE limits, then Licensee and Licensor, each for itself, shall immediately take any and all steps necessary to ensure that it is individually in compliance with such limits, up to and including cessation of operation, until a maintenance program or other mitigating measures can be implemented to comply with MPE and in addition, Licensor shall use commercially reasonable efforts to cause all other licensees of the Tower to take similar steps necessary to ensure that they are individually in compliance with such limits.
26. **ENVIRONMENTAL.** Licensee covenants that it will not use, store, dispose, or release any Hazardous Substances on the Tower Facility in violation of Applicable Law. Licensee agrees to indemnify and save harmless Licensor against any and all Claims, liabilities, causes of action, Damages, orders, judgments, and clean-up costs arising from Licensee's breach of any the covenants contained in this section 26. The obligations of Licensee to indemnify Licensor pursuant to this section 26 shall survive the termination or expiration of this Agreement.
27. **SUBROGATION.**
- (a) **Waiver.** Licensor and Licensee waive all rights against each other and any of their respective consultants and contractors, agents and employees, for Damages caused by perils to the extent covered by the proceeds of the insurance provided herein, except such rights as they may have to the insurance proceeds. All insurance policies required under this Agreement shall contain a waiver of subrogation provision under the terms of which the insurance carrier of a Party waives all of such carrier's rights to proceed against the other Party. Licensee's insurance policies shall provide such waivers of subrogation by endorsement. Licensee shall require by appropriate agreements, written where legally required for validity, similar waivers from its contractors and subcontractors. A waiver of subrogation shall be effective as to a person or entity even though that person or entity would otherwise have a duty of indemnification, contractual or otherwise, did not pay the insurance premium directly or indirectly, and whether or not the person or entity had an insurable interest in the property damaged.
- (b) **Mutual Release.** Notwithstanding anything in this Agreement to the contrary, Licensor and Licensee each release the other and its respective affiliates, employees and representatives from any Claims by them or any one claiming through or under them by way of subrogation or otherwise for Damage to any person or to the Tower Facility and to the fixtures, personal property, improvements and alterations in or on the Tower Facility that are caused by or result from risks insured against under any insurance policy carried by each and required by this Agreement, provided that such releases shall be effective only if and to the extent that the same do not diminish or adversely affect the coverage under such insurance policies and only to the extent of the proceeds received from such policy.
28. **GOVERNING LAW.** This Agreement shall be governed by the laws of the state in which the Tower Facility is located, with the exception of its choice of laws provisions. If any provision of this Agreement is found invalid or unenforceable under judicial decree or decision, the remaining provisions of this Agreement shall remain in full force and effect. Any approval, consent, decision, or election to be made or given by a Party may be made or given in such Party's sole judgment and discretion, unless a different standard (such as reasonableness or good faith) is provided for explicitly.
29. **FINANCING AGREEMENT.** Licensee may, upon written notice to Licensor, mortgage or grant a security interest in the Approved Equipment to any such mortgagees or holders of security interests including their successors and assigns. No such security interest shall extend to, affect or encumber in any way the interests or property of Licensor.
30. **MISCELLANEOUS.** Upon Licensor's written request, Licensee shall promptly furnish Licensor with complete and accurate information in response to any reasonable request by Licensor for information about any of the Approved Equipment or utilities utilized by Licensee at the Tower Facility or any of the channels and frequencies utilized by Licensee thereon. In the event that this Agreement is executed by Licensor, its Affiliates or any trade name utilized by



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Licensor or its Affiliates and such signatory does not hold the real Tower Facility or leasehold interest in the affected Tower Facility, the execution of this Agreement shall be deemed to have been properly executed by Licensor or Licensor's Affiliate which properly holds such interest in the affected Tower Facility. Upon the termination or expiration of this Agreement, Licensee shall immediately upon the request of Licensor deliver a release of any instruments of record evidencing such Agreement. Notwithstanding the expiration or earlier termination of this Agreement, sections 15, 16, 17, and 26 shall survive the expiration or earlier termination of the Agreement. No waiver of any of the provisions of this Agreement shall constitute a waiver of any other provision herein (whether or not similar), nor shall such waiver constitute a continuing waiver unless expressly agreed to in writing by the affected Party. This Agreement constitutes the entire agreement of the Parties hereto concerning the subject matter herein and shall supersede all prior offers, negotiations and agreements, whether written or oral. No revision of the Agreement shall be valid unless made in writing and signed by authorized representatives of both Parties. This Agreement may be executed in any number of counterparts, each of which shall be an original, but all of which together shall constitute but one instrument. The Parties agree that a scanned or electronically reproduced copy or image of this Agreement shall be deemed an original and may be introduced or submitted in any action or proceeding as a competent evidence of the execution, terms and existence of this Agreement notwithstanding the failure or inability to produce or tender an original, executed counterpart of this Agreement and without the requirement that the unavailability of such original, executed counterpart of this first be proven.

31. **CONFIDENTIALITY.** Neither Party shall use the other's name, service mark or trademark in any public announcement or advertisement without the prior written consent of the other Party, which may be withheld in such Party's sole and absolute discretion.

The offer of license expressed in this Agreement shall automatically expire and become void if two unaltered counterparts of this Agreement, executed by Licensee, are not delivered to Licensor within 30 days of the Effective Date.

ATTACHED EXHIBITS:

Exhibit A: List of Approved Equipment and location of the Licensed Space

Exhibit B: Site Drawings indicating the location of Ground Space for Licensee's equipment shelter or space in Licensor's building (as applicable)

Exhibit C: As-Built Drawings or Construction Drawings to be attached within 45 days after Commencement Date in accordance with Section 3

Appendix I: Definitions

Appendix II: Insurance

Attachment: Original License Agreement (Lease) (2016-55 : Tucson Mountain Lease Amendment)



LICENSOR SITE NAME / NUMBER: Tuscon Mt/8159
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Exhibit A
List of Approved Equipment and location of the Licensed Space

Attachment: Original License Agreement (Lease) (2016-55 : Tucson Mountain Lease Amendment)

Initials: ____/____

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Customer Name: NORTHWEST FIRE DISTRICT		ATC Asset Name: TUCSON MOUNTAIN, T2 AZ		ATC Asset #: 8159	
Customer Site Name: Tucson Mountain			Customer Site #: N/A		
GROUND SPACE REQUIREMENTS					
Total Lease Area	Sq. Ft: 6.00'	Primary Contiguous Lease Area	L:3.00'	W:2.00'	H:4.00' Sq. Ft: 6.00
ATC Building			3.00'	2.00'	4.00' 6.00
Outside Primary Lease Area			N/A	N/A	Sq. Ft: N/A
BACKUP POWER REQUIREMENTS					
Generator: N/A	Capacity(KW): N/A	Fuel Tank Size(gal): N/A	Fuel Type: N/A	Fuel Tank Setback(radius): N/A	
UTILITY REQUIREMENTS					
Power Provided By: American Tower Provided (Carrier to reimburse ATC)			Avg. Monthly Power Consumption: 15.0		
Telco/Interconnect: Microwave					
TRANSMITTER & RECEIVER SPECIFICATIONS					
Type: TX/RX	Quantity: 1	TX Power(watts): N/A	ERP(watts): 62.8		
Type: TX/RX	Quantity: 1	TX Power(watts): 100	ERP(watts): 120		
Type: TX/RX	Quantity: 1	TX Power(watts): 100	ERP(watts): 200		
ANTENNA EQUIPMENT SPECIFICATIONS					
Type	DIPLEXER/DUAL COUPLER	DISH-HP	N/A	N/A	N/A
Manufacturer	Generic	Commscope	N/A	N/A	N/A
Model #	Diplexer / Coupler	VHLP3-23	N/A	N/A	N/A
Dimensions HxWxD	12" x 6" x 3"	3.28' x 3.28' x 1.92'	N/A	N/A	N/A
Weight(lbs.)	5.0	53.0	N/A	N/A	N/A
Location	Tower	Ground	N/A	N/A	N/A
RAD Center AGL	88.0'	N/A	N/A	N/A	N/A
Antenna Tip Height	88.5'	N/A	N/A	N/A	N/A
Antenna Base Height	87.5'	N/A	N/A	N/A	N/A
Mount Type	Side Arm	N/A	N/A	N/A	N/A
Quantity	2	1	N/A	N/A	N/A
Azimuths/Dir. of Radiation	0	0	N/A	N/A	N/A
Quant. Per Azimuth/Sector	2	1	N/A	N/A	N/A
TX/RX Frequency Units	N/A	GHz	N/A	N/A	N/A
TX Frequency	N/A	23.225	N/A	N/A	N/A
RX Frequency	N/A	23.225	N/A	N/A	N/A
Using Unlicensed Frequencies?	No	No	N/A	N/A	N/A
Antenna Gain	N/A	42.4/ 42.7/ 42.9	N/A	N/A	N/A
Total # of Lines	4	1	N/A	N/A	N/A
Line Quant. Per Azimuth/Sector	4	1	N/A	N/A	N/A
Line Type	Coax	Coax	N/A	N/A	N/A
Line Diameter Size	7/8" Coax	1/2" Coax	N/A	N/A	N/A
Line Configuration	N/A	N/A	N/A	N/A	N/A

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Exhibit B**Site Drawing indicating the location of Ground Space for Licensee's equipment shelter or space in Licensor's building (as applicable)**

Licensee shall not commence installation until Licensor has approved in writing said drawing and attached it hereto.

Initials: _____

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Exhibit C
As Built Drawings or Construction Drawings

To be attached hereto within 45 days after the Commencement Date.

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 LICENSEE SITE NAME/NUMBER: Tucson Mt

Appendix I Defined Terms

Affiliate(s): Any corporation, partnership, limited liability company or other entity that (i) is controlled directly or indirectly (through one or more subsidiaries) by Licensee, or (ii) is the successor or surviving entity by a merger or consolidation of Licensee pursuant to Applicable Law, (iii) purchases all or substantially all of the assets of Licensee. For purposes of this definition, "**control**" means the possession of the right through the ownership of 50% or more of the shares with voting rights to effectively direct the business decisions of the subject entity.

Agreement: defined in the introductory paragraph.

Annual Escalator: defined in section IV on page 1.

Applicable Law: All applicable statutes, ordinances, laws, regulations and directives of any federal, state or local governmental unit, authority or agency having jurisdiction over a Licensed Space or affecting the rights and obligations of Licensor or Licensee under this Agreement, including without limitation, the Communications Act of 1934, as amended from time to time, FCC Rules and Regulations, and the rules, regulations and written policies and decisions of the FAA.

Application: defined in section IV on page 1.

Application Fee: defined in section IV on page 1.

Approved Equipment: the communications system, including antennas, radio equipment, cabling and conduits, shelter and/or cabinets and other personal property owned or operated by Licensee at the Licensed Space, as defined in Exhibit A or B to this Agreement.

Business Day: a day other than a Saturday, Sunday or legal holiday for commercial banks under the laws of the United States or the Commonwealth of Massachusetts.

Claims: demands, claims, suits, actions, proceedings or investigations brought against a person by an unrelated or unaffiliated Person.

Commencement Date: defined in section IV on page 1.

Common Expenses: defined in section 7.

Connection Fee: defined in section IV on page 1.

Construction Drawings: defined in section 3.

Damages: debts, liabilities, obligations, losses, damages, excluding consequential or punitive damages, costs and expenses, interest (including, without limitation, prejudgment interest), penalties, reasonable legal fees, court costs, disbursements and costs of investigations, deficiencies, levies, duties and imposts.

Easement: defined in section 2.

Effective Date: defined in the introductory paragraph.

FAA: the United States Federal Aviation Administration or any successor federal agency established for the same or similar purpose.

FCC: the United States Federal Communications Commission or any successor federal agency established for the same or similar purpose.

FCC Rules and Regulations: All of the rules, regulations, public guidance, written policies and decisions governing telecommunications generally and wireless telecommunications specifically as promulgated and administered by the FCC, which on the Effective Date includes, but is not limited to, those administered by the Wireless Telecommunications Bureau of the FCC and more specifically referenced as the Code of Federal Regulations, title 47, parts 0 through 101, as amended.

Ground Lease: defined in section 20.

Ground Space: The portion of the Tower Facility licensed for use by Licensee to locate a portion of the Approved Equipment thereon, in the square footage amount depicted on exhibit B of this Agreement. In no event shall the Ground Space include the air space or rights above the Approved Equipment located in the Ground Space.

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Attachment: Original License Agreement (Lease) (2016-55 : Tucson Mountain Lease Amendment)

LICENSOR SITE NAME / NUMBER: Tuscon M/8159
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Hazardous Substances: Any hazardous material or substance which is or becomes defined as a hazardous substance, pollutant or contaminant subject to reporting, investigation or remediation pursuant to Applicable Law; any substance which is or becomes regulated by any federal, state or local governmental authority; and any oil, petroleum products and their by-products.

Holdover Fee: defined in subsection 6(c).

Indemnified Party: any person entitled to Indemnification under section 15 hereof.

Initial Term: defined in subsection 6(a).

Interference: defined in subsection 11(a)(i).

Labeling Fee: defined in section 9.

Licensed Frequencies: defined in subsection 11(a)(ii).

Licensed Space: Location of the Approved Equipment on the Tower and at the Ground Space as more specifically described in Exhibits A and B attached hereto.

Licensed User: defined in subsection 11(a)(iii).

Licensee: defined in the introductory paragraph.

Licensor: defined in the introductory paragraph.

Monthly License Fee: defined in subsection 5(a).

MPE: defined in section 25.

Notice Address: defined in section 18.

NTP (Notice to Proceed): Written notice from Licensor to Licensee acknowledging that all required documentation for the construction and installation of the Approved Equipment has been received and approved by Licensor and Licensee is authorized to commence its installation of the Approved Equipment at the Licensed Space, as more particularly set forth in section 10(a) of this Agreement.

Party(ies): Licensor or Licensee.

Permitted Frequencies: defined in section III on page 1 and referenced in Other Provisions "A".

Priority User: defined in subsection 11(a)(iv).

Relocation Application Fee: defined in section IV on page 1.

Remittance Address: defined in section II of page 1.

Renewal Term(s): defined in subsection 6(b).

RF Emissions: defined in section 25.

Site Inspection Fee: defined in section IV on page 1.

SSIS: defined in subsection 10(b).

SSIS Fee: defined in subsection 10(b).

Structural Analysis Fee: defined in subsection 10(b).

Subsequent User: defined in subsection 11 (a)(v).

Term: Initial Term and each Renewal Term which is effected pursuant to section 6 of this Agreement.

Tower: A communications or broadcast tower owned and operated by Licensor and located at the Tower Facility.

Tower Facility: Certain real property owned, leased, subleased, licensed or managed by Licensor shown on page 1 of this Agreement, on which a Tower owned, leased, licensed or managed by Licensor is located.

Unlicensed Frequencies: defined in subsection 11(a)(vi).

Unlicensed User: defined in subsection 11(a)(vii).

Utility Fee: defined in section IV on page 1.

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Work: all work relating to the construction, installation, relocation and reconfiguration of Licensee's Approved Equipment on the Tower Facility, including without limitation, construction management, construction of an equipment pad, installation or modification of lines, antennas, shelters and equipment cabinets.

Attachment: Original License Agreement (Lease) (2016-55 : Tucson Mountain Lease Amendment)

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LICENSOR SITE NAME / NUMBER: Tuscon Mt/8159
 LICENSEE SITE NAME/NUMBER: Tuscon Mt

Appendix II Insurance

A. LICENSOR shall maintain in full force during the Term of this Agreement the following insurance:

1. Worker's Compensation Insurance with statutory limits in accordance with all applicable state, federal and maritime laws, and Employers' Liability Insurance with minimum limits of \$500,000.00 per accident/occurrence, or in accordance with all applicable state, federal and maritime laws.
2. Commercial General Liability Insurance (Bodily Injury and Tower Facility Damage), the limits of liability of which shall not be less than \$1,000,000.00 per occurrence.
3. An umbrella policy of not less than Five Million Dollars (\$5,000,000.00).

The above insurance shall provide that LICENSEE will receive not less than 30 days written notice prior to any cancellation of, or material change in coverage. The insurance specified in this Item A shall contain a waiver of subrogation against LICENSEE and shall name LICENSEE as an additional insured, and shall be primary over any insurance coverage in favor of LICENSEE but only with respect to and to the extent of the insured liabilities assumed by LICENSOR under this Agreement and shall contain a standard cross-liability endorsement.

B. LICENSEE shall maintain in full force during the Term of this Agreement and shall cause all contractors or subcontractors performing Work on any Licensed Space prior to the commencement of any such Work on behalf of Licensee to maintain the following insurance:

1. Worker's Compensation Insurance with statutory limits in accordance with all applicable state, federal and maritime laws, and Employers' Liability Insurance with minimum limits of \$500,000.00 per accident/occurrence, or in accordance with all applicable state, federal and maritime laws.
2. Commercial General Liability Insurance (Bodily Injury and Tower Facility Damage), the limits of liability of which shall not be less than \$1,000,000.00 per occurrence.
3. An umbrella policy of not less than Five Million Dollars (\$5,000,000.00).

The above insurance shall provide that LICENSOR will receive not less than 30 days written notice prior to any cancellation of, or material change in coverage. The insurance specified in this Item B shall contain a waiver of subrogation against LICENSOR and shall name LICENSOR as additional insured, and shall be primary over any insurance coverage in favor of LICENSOR but only with respect to and to the extent of the insured liabilities assumed by LICENSEE under this Agreement and shall contain a standard cross-liability endorsement.

C. Notwithstanding the foregoing insurance requirements, (a) the insolvency, bankruptcy, or failure of any insurance company carrying insurance for either Party, or failure of any such insurance company to pay Claims accruing, shall not be held to waive any of the provisions of this Agreement or relieve either Party from any obligations under this Agreement, and (b) Licensor reserves the right, from time to time, to increase the required liability limits described above in Items A and/or B in accordance with then-current customary insurance requirements in the tower industry nationally.

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Attachment: Original License Agreement (Lease) (2016-55 : Tucson Mountain Lease Amendment)

Exhibit A-1						
Customer Name: NORTHWEST FIRE DISTRICT		ATC Asset Name: TUCSON MOUNTAIN, T2 AZ			ATC Asset #: 8159	
Customer Site Name: TUCSON MOUNTAIN				Customer Site #: LOCATION 2		
GROUND SPACE REQUIREMENTS						
Total Lease Area	Sq. Ft: 8.00'	Primary Contiguous Lease Area		L:2.00'	W:4.00'	H:7.00'
	Cabinet			2.00'	4.00'	7.00'
						Sq. Ft: 8.00
Outside Primary Lease Area				N/A	N/A	N/A
						Sq. Ft: N/A
BACKUP POWER REQUIREMENTS						
Generator: N/A		Capacity(KW): N/A		Fuel Tank Size(gal): N/A	Fuel Type: N/A	Fuel Tank Setback(radius): N/A
UTILITY REQUIREMENTS						
Power Provided By: American Tower Provided (Carrier to reimburse ATC)				Avg. Monthly Power Consumption: 30.0 kWh		
Telco/Interconnect: N/A						
TRANSMITTER & RECEIVER SPECIFICATIONS						
Type: N/A		Quantity: N/A		TX Power(watts): N/A		ERP(watts): N/A
ANTENNA EQUIPMENT SPECIFICATIONS						
Type	DIPLEXER/DUAL COUPLER	OMNI	DISH-HP	N/A	N/A	N/A
Manufacturer	Generic	Telewave	Andrew	N/A	N/A	N/A
Model #	Diplexer / Coupler	ANT150F2	VHLP3-23	N/A	N/A	N/A
Dimensions HxWxD	12" x 6" x 3"	60" x 2.5" x 2.5"	3.28' x 3.28' x 1.92'	N/A	N/A	N/A
Weight(lbs.)	5.0	13.0	53.0	N/A	N/A	N/A
Location	Tower	Tower	Ground	N/A	N/A	N/A
RAD Center AGL	88.0'	27.0'	N/A	N/A	N/A	N/A
Antenna Tip Height	88.5'	29.5'	N/A	N/A	N/A	N/A
Antenna Base Height	87.5'	24.5'	N/A	N/A	N/A	N/A
Mount Type	Side Arm	Side Arm	N/A	N/A	N/A	N/A
Quantity	2	1	1	N/A	N/A	N/A
Azimuths/Dir. of Radiation	0	360	0	N/A	N/A	N/A
Quant. Per Azimuth/Sector	2	1	1	N/A	N/A	N/A
TX/RX Frequency Units	N/A	MHz	GHz	N/A	N/A	N/A
TX Frequency	N/A	151.2425	23.225	N/A	N/A	N/A
RX Frequency	N/A	155.9400	23.225	N/A	N/A	N/A
Using Unlicensed Frequencies?	No	No	Yes	N/A	N/A	N/A
Antenna Gain	N/A	2.5	42.4/ 42.7/ 42.9	N/A	N/A	N/A
Total # of Lines	4	1	1	N/A	N/A	N/A
Line Quant. Per Azimuth/Sector	4	1	1	N/A	N/A	N/A
Line Type	Coax	Coax	Coax	N/A	N/A	N/A
Line Diameter Size	7/8" Coax	7/8" Coax	1/2" Coax	N/A	N/A	N/A
Line Configuration	N/A	N/A	N/A	N/A	N/A	N/A

Revision#2-660840



Federal Aviation Administration
Air Traffic Airspace Branch, ASW-520
2601 Meacham Blvd.
Fort Worth, TX 76137-0520

Aeronautical Study No.
2009-AWP-4930-OE
Prior Study No.
2002-AWP-4323-OE

5.E.c

Issued Date: 10/14/2009

Ronia Bosley
American Tower Corp.
1101 Perimeter Drive
Suite 700
Schaumburg, IL 60173

**** DETERMINATION OF NO HAZARD TO AIR NAVIGATION ****

The Federal Aviation Administration has conducted an aeronautical study under the provisions of 49 U.S.C., Section 44718 and if applicable Title 14 of the Code of Federal Regulations, part 77, concerning:

Structure:	Antenna - Side Mount - Tuscon Mtn #8159
Location:	South Mtn, AZ
Latitude:	32-14-56.40N NAD 83
Longitude:	111-07-00.50W
Heights:	225 feet above ground level (AGL) 4565 feet above mean sea level (AMSL)

This aeronautical study revealed that the structure does not exceed obstruction standards and would not be a hazard to air navigation provided the following condition(s), if any, is(are) met:

Based on this evaluation, marking and lighting are not necessary for aviation safety. However, if marking and/or lighting are accomplished on a voluntary basis, we recommend it be installed and maintained in accordance with FAA Advisory circular 70/7460-1 K Change 2.

This determination is based, in part, on the foregoing description which includes specific coordinates, heights, frequency(ies) and power. Any changes in coordinates, heights, and frequencies or use of greater power will void this determination. Any future construction or alteration, including increase to heights, power, or the addition of other transmitters, requires separate notice to the FAA.

This determination does include temporary construction equipment such as cranes, derricks, etc., which may be used during actual construction of the structure. However, this equipment shall not exceed the overall heights as indicated above. Equipment which has a height greater than the studied structure requires separate notice to the FAA.

This determination concerns the effect of this structure on the safe and efficient use of navigable airspace by aircraft and does not relieve the sponsor of compliance responsibilities relating to any law, ordinance, or regulation of any Federal, State, or local government body.

A copy of this determination will be forwarded to the Federal Communications Commission (FCC) because the structure is subject to their licensing authority.

If we can be of further assistance, please contact our office at (310) 725-6558. On any future correspondence concerning this matter, please refer to Aeronautical Study Number 2009-AWP-4930-OE.

5.E.c

Signature Control No: 659542-119459336

(DNE)

LaDonna James

Technician

Attachment(s)

Frequency Data

cc: FCC

Attachment: Federal Aviation Administration (2016-55 : Tucson Mountain Lease Amendment)

LOW FREQUENCY	HIGH FREQUENCY	FREQUENCY UNIT	ERP	ERP UNIT
806	824	MHz	500	W
824	849	MHz	500	W
851	866	MHz	500	W
869	894	MHz	500	W
896	901	MHz	500	W
901	902	MHz	7	W
930	931	MHz	3500	W
931	932	MHz	3500	W
932	932.5	MHz	17	dBW
935	940	MHz	1000	W
940	941	MHz	3500	W
1850	1910	MHz	1640	W
1930	1990	MHz	1640	W
2305	2310	MHz	2000	W
2345	2360	MHz	2000	W
970	970	MHz	6918	W
1030	1030	MHz	6918	W
1090	1090	MHz	6918	W



UNITED STATES OF AMERICA FEDERAL COMMUNICATIONS COMMISSION ANTENNA STRUCTURE REGISTRATION



OWNER: AMERICAN TOWERS, INC

FCC Registration Number (FRN): 0005885231

ATTN: FAA/FCC COMPLIANCE DEPT. AMERICAN TOWERS, INC 1101 PERIMETER DRIVE SCHAUMBURG, IL 60173	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 2px;">Antenna Structure Registration Number</td> <td style="text-align: right; padding: 2px;">1218277</td> </tr> <tr> <td style="padding: 2px;">Issue Date</td> <td style="text-align: right; padding: 2px;">10-26-2009</td> </tr> </table>	Antenna Structure Registration Number	1218277	Issue Date	10-26-2009		
Antenna Structure Registration Number	1218277						
Issue Date	10-26-2009						
Location of Antenna Structure 7120 W. Lost Canyon Dr. (Tucson Mtn, T South Tucson, AZ <div style="text-align: right; margin-top: 10px;">(* 8159)</div>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 2px;">Ground Elevation (AMSL)</td> <td style="text-align: right; padding: 2px;">1322.8 meters</td> </tr> <tr> <td style="padding: 2px;">Overall Height Above Ground (AGL)</td> <td style="text-align: right; padding: 2px;">68.6 meters</td> </tr> <tr> <td style="padding: 2px;">Overall Height Above Mean Sea Level (AMSL)</td> <td style="text-align: right; padding: 2px;">1391.4 meters</td> </tr> </table>	Ground Elevation (AMSL)	1322.8 meters	Overall Height Above Ground (AGL)	68.6 meters	Overall Height Above Mean Sea Level (AMSL)	1391.4 meters
Ground Elevation (AMSL)	1322.8 meters						
Overall Height Above Ground (AGL)	68.6 meters						
Overall Height Above Mean Sea Level (AMSL)	1391.4 meters						
<table style="width: 100%;"> <tr> <td style="text-align: center; width: 33%;">Latitude</td> <td style="text-align: center; width: 33%;">Longitude</td> <td style="text-align: center; width: 33%;">NAD83</td> </tr> <tr> <td style="text-align: center;">32-14-56.4 N</td> <td style="text-align: center;">111-07-00.5 W</td> <td></td> </tr> </table>	Latitude	Longitude	NAD83	32-14-56.4 N	111-07-00.5 W		
Latitude	Longitude	NAD83					
32-14-56.4 N	111-07-00.5 W						
Painting and Lighting Requirements: NONE							
Conditions:							

This registration is effective upon completion of the described antenna structure and notification to the Commission. **YOU MUST NOTIFY THE COMMISSION WITHIN 24 HOURS OF COMPLETION OF CONSTRUCTION OR CANCELLATION OF YOUR PROJECT**, please file FCC Form 854. To file electronically, connect to the antenna structure registration system by pointing your web browser to <http://wireless.fcc.gov/antenna>. Electronic filing is recommended. You may also file manually by submitting a paper copy of FCC Form 854. Use purpose code "NT" for notification of completion of construction; use purpose code "CA" to cancel your registration.

The Antenna Structure Registration is not an authorization to construct radio facilities or transmit radio signals. It is necessary that all radio equipment on this structure be covered by a valid FCC license or construction permit.

You must immediately provide a copy of this Registration to all tenant licensees and permittees sited on the structure described on this Registration (although not required, you may want to use Certified Mail to obtain proof of receipt), and *display* your Registration Number at the site. See reverse for important information about the Commission's Antenna Structure Registration rules.

FROM : ATC

FAX NO. : 7025646634

Jun. 20 2000 09:35AM P6

Sent By: EEC INC;

520 321 0333;

Jun-20-00 10:31AM;

Page 1/1



EEC No. 99165.05

June 15, 2000

civil engineering

Travis Bossano
American Tower Corp
500 Calypso Drive
Henderson, Nevada 89015

transportation

FAX 1-702-564-6634

environmental services

Site Number: 8101 (Tower B)
Site Name: Tucson Mountain
Site Address: 7120 West Hidden Canyon Drive
Tucson, Arizona

water resources

Dear Travis:

land surveying

During June, 2000, we performed a survey on the above referenced site and we hereby submit the following data relative to the FCC requirements:

Elevations (NAVD 88)

site development

Ground Elevation at Existing Tower	4339.9
Top Of Existing Structure	4564.7

hydrology

Latitude and Longitude (NAD83)

Latitude	32°14'56.4" NORTH
Longitude	111°07'00.3" WEST

landscape architecture

The vertical and horizontal positions shown hereon are based upon an actual field survey. The positional tolerances are Vertical: 0.5 foot (mean sea level); Horizontal: 1 second.

The Geodetic Coordinates are based on the Polyconic Projection of the Arizona Coordinate System, Central Zone 1983 North American Datum.

Prepared by:

ENGINEERING AND ENVIRONMENTAL CONSULTANTS, INC.

James L. Dean, R.L.S.

JLD:jj

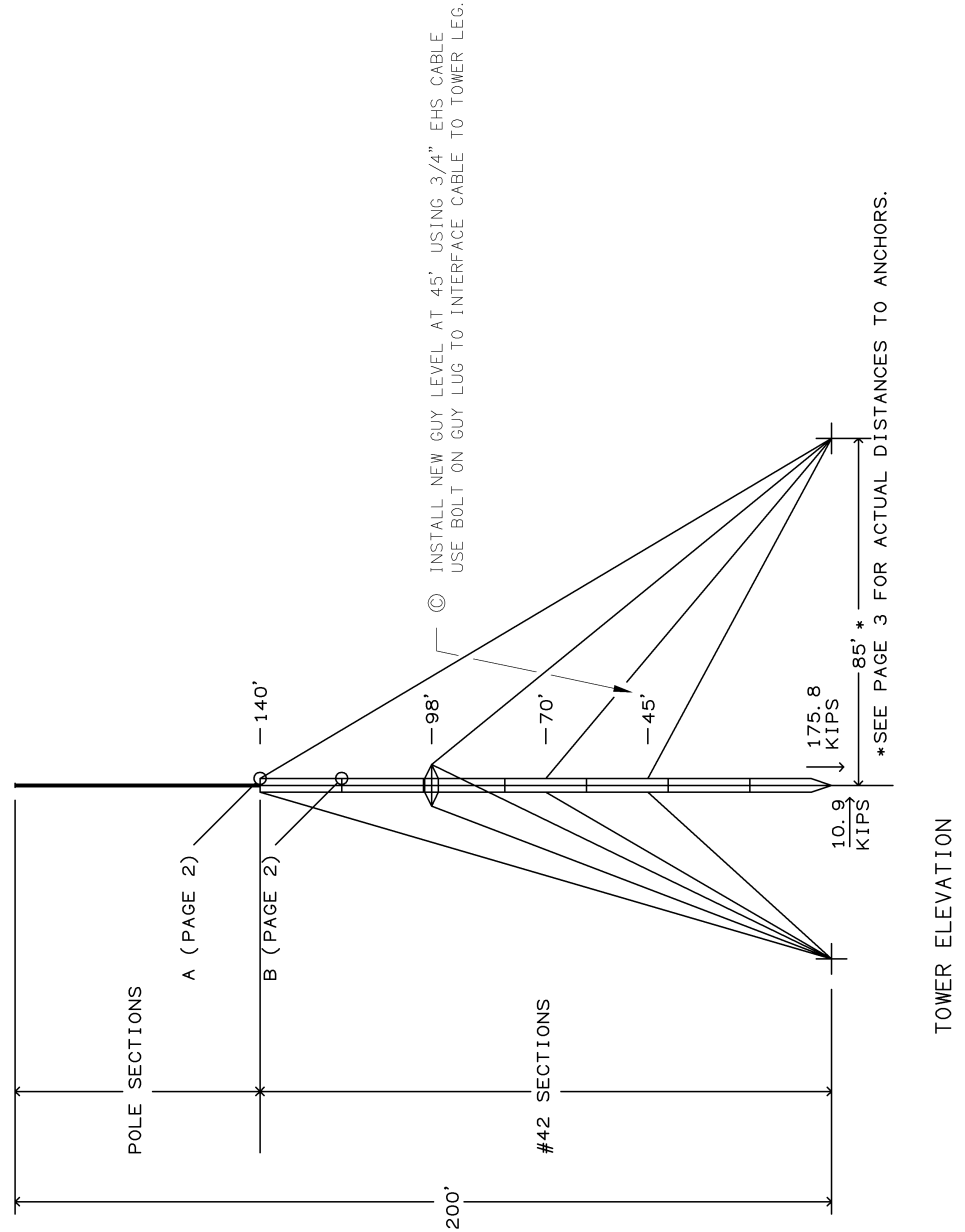
P:\mscn\jdcum\ncat\20076.06\hwy 92 & melody




Engineering and Environmental Consultants, Inc.
4625 E. Fort Lowell Road • Suite 200 • Tucson, Arizona 85712
Phone: 520-321-4625 Fax: 520-321-0333

Attachment: EEC Letter (2016-55 : Tucson Mountain Lease Amendment)

MODIFIED STRUCTURE PER STRUCTURAL REVIEW
PERFORMED JUNE 1997 (PR-97-06-004) REFER TO
REVISION "C" FOR DETAILS.



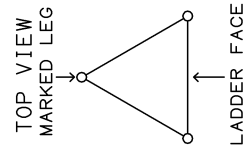
				TUCSON COMMUNICATIONS TUCSON MOUNTAIN, AZ. # 42/PYLON X 200' GUYED TOWER			
				ARIZONA C. O. A. 11002-0			
C	MODIFIED STRUCTURE/REANALYSIS REPORT	TRP	08/05/1997	APPROVED/ENG.	TRP	8/5/1997	 1545 Pidco Dr. Plymouth, IN 46563-0128 219-936-4221
B	REVISED ANCHOR ELEVATIONS	MBG	08/05/1997	APPROVED/FOUND.	N/A		
A	REVISED POLE SECTIONS	MBG	08/05/1997	COPYRIGHT 2003			
REV	DESCRIPTION OF REVISIONS	INI	DATE	DRAWN BY	TRP		
From: 05195.DFT - 08/05/97 11:52				ENG. FILE NO. A-105885-1		DRAWING NO. 109828-B	
Printed from: 1098281C.DWG * 08/05/1997 14:23 @ 07/10/2003 14:50				ARCHIVE Q-05195		PAGE 1 OF 7	

GUY LENGTH DATA					SECTION DATA					LEG CONNECTION				
HT.	GUY SIZE	THEORETICAL LENGTH			SPAN	HEIGHT	SEC#	LEN	LEGS	BRACE/ WALL	PART#	BOLT DIAM	BOLT LEN	BOLTS /SEC
		(A) NORTHEAST	(B) NORTHWEST	(C) SOUTH										
140'	5/8 " EHS.	220. 3'	178. 5'	167. 6'	180' – 200'	8	20'	20'	PIPE	. 250"	107312	1"	4"	12
98'	5/8 " EHS.	186. 2'	142. 6'	133. 9'	160' – 180'	10	20'	20'	PIPE	. 365"	107313	1"	4"	16
70'	3/4 " B. S.	165. 5'	121. 0'	114. 5'	140' – 160'	14	20'	20'	PIPE	. 500"	109810	1"	4"	16
45'	3/4 " EHS.	149. 0'	104. 2'	100. 6'	120' – 140'	42	20'	20'	2– 1/4 "	7/8 "	104511	3/4"	5 "	15
					20' – 120'	42	20'	20'	2– 1/4 "	7/8 "	104511	3/4"	5 "	15
					0' – 20'	42	20'	20'	2– 1/4 "		104511	3/4"	5 "	15

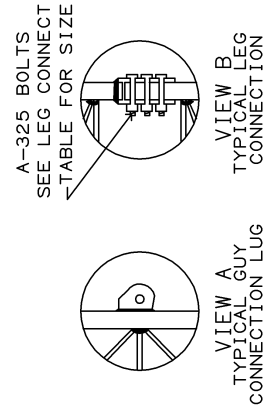
GUY HARDWARE DETAIL (QUANTITIES ARE PER WIRE)

HT.	GUY SIZE	TORQ SIZE	LUG PART#	SHCKL SIZE	STRAIN QTY	INSUL. LEN	CAP.	THMBLE SIZE	TURN-BCKLE	PREFORM	INITIAL TENSION **		
											@ -30° F	@ 0° F	@ 30° F
140'	5/8 " EHS.	105066	105066	3/4"	1	38'	77000#	3/4 "	1-1/4"	BG-2111	5049#	4785#	4522#
98'	5/8 " EHS.	12'	105062	3/4"				3/4 "	1-1/4"	BG-2111	5370#	4999#	4622#
70'	3/4 " B. S.		105064	1"				7/8 "	1-1/4"	BG-MS-3690	9103#	8314#	7530#
45'	3/4 " EHS.		BLT-ON	7/8 "				7/8 "	1-1/4"	BG-MS-3690	8282#	7446#	6615#

** TENSIONS SHOWN ARE FOR GUY LINE (A). INTERPOLATION IS PERMITTED FOR OTHER TEMPERATURES.
TOLERANCE IS +/- 10% OF INITIAL TENSION SHOWN.

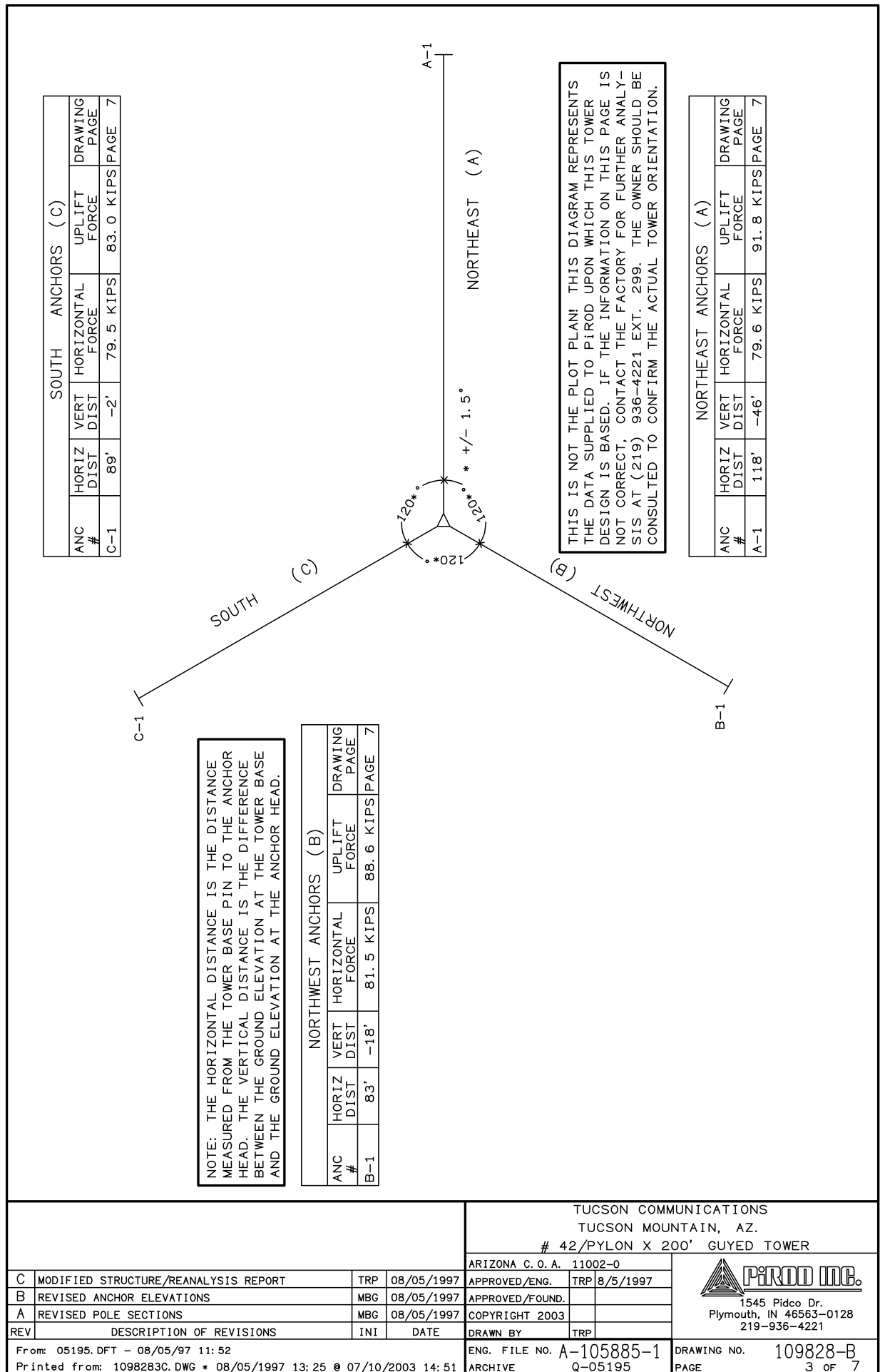


THE MARKED LEG OF EACH SECTION IS STAMPED WITH THE LAST 3 DIGITS OF THE TOWER SERIAL # AND THE JOINT # AT EACH END OF THE SECTION. JOINTS ARE CONSECUTIVELY NUMBERED STARTING WITH 0 AT THE TOWER BASE. ASSEMBLE TOWER WITH MARKED LEGS TOGETHER IN PROPER SEQUENCE.



				TUCSON COMMUNICATIONS TUCSON MOUNTAIN, AZ. # 42/PYLON X 200' GUYED TOWER			
				ARIZONA C. O. A. 11002-0			
C	MODIFIED STRUCTURE/REANALYSIS REPORT	TRP	08/05/1997	APPROVED/ENG. TRP 8/5/1997			
B	REVISED ANCHOR ELEVATIONS	MBG	08/05/1997	APPROVED/FOUND. N/A			
A	REVISED POLE SECTIONS	MBG	08/05/1997	COPYRIGHT 2003			
REV	DESCRIPTION OF REVISIONS	INI	DATE	DRAWN BY	TRP		
From: 05195.DFT - 08/05/97 11:52				ENG. FILE NO. A-105885-1		DRAWING NO. 109828-B	
Printed from: 1098282C.DWG * 08/05/1997 14:36 @ 07/10/2003 14:51				ARCHIVE Q-05195		PAGE 2 OF 7	





GENERAL NOTES

1. TOWER DESIGN CONFORMS TO STANDARD EIA/TIA-222-F FOR 125 MPH BASIC WIND SPEED WITH NO ICE.
2. MATERIAL: (A) SOLID RODS CONFORM TO ASTM A-572 GRADE 50 REQUIREMENTS.
(B) ANGLES CONFORM TO ASTM A-36 REQUIREMENTS.
(C) PIPE CONFORMS TO ASTM A-53 TYPE E, GRADE B REQUIREMENTS. (MIN YIELD STRENGTH=42 KSI)
(D) ALL STEEL PLATES CONFORM TO ASTM A-36 REQUIREMENTS.
3. FINISH: HOT DIPPED GALVANIZED AFTER FABRICATION.
4. ANTENNAS:
 - 140' TO 200' - ONE DCR-G6 WITH 3 1/8" LINE.
 - 130' - ONE HMD12HO & ONE MDS6316 ON ONE 15' BOOM WITH EW20 & EW17.
 - 112.5' - FOUR HMD12HO ON 25' BOOM WITH EW20.
 - 99' - ONE DB222 ON 25' BOOM WITH 7/8" LINE & ONE PD755 ON 6' RIGID ARM WITH 1/2" LINE.
 - 46.5' - TEN MOTOROLA ANTENNAS (4 SQ. FT. EA.) ON 25' BOOM AND ONE 6' RIGID ARM WITH 7/8" LINES.
 - 30' - FOURTEEN MOTOROLA ANTENNAS (4 SQ. FT. EA.) ON 30' BOOM WITH 7/8" LINES.
 - 77' - TWELVE 2980.005 ANTENNAS ON THREE T-FRAME SECTOR MOUNTS WITH 7/8" LINES.
5. MIN. WELDS 1/4" UNLESS OTHERWISE SPECIFIED. ALL WELDING TO CONFORM TO AWS SPECS.
6. ALL BOLTS AND NUTS MUST BE IN PLACE BEFORE THE ADJOINING SECTION(S) ARE INSTALLED.
7. ALL A-325 BOLTS SHALL BE PRE-TENSIONED PER AISC SPECIFICATIONS. REFER TO DRAWING # 123107-B ("BOLT PRE-TENSIONING GUIDELINES".)
8. EIA GROUNDING FOR TOWER.

© NEW ANT. LOADING →

				TUCSON COMMUNICATIONS TUCSON MOUNTAIN, AZ. # 42/PYLON X 200' GUYED TOWER	
				ARIZONA C. O. A. 11002-0	
C	MODIFIED STRUCTURE/REANALYSIS REPORT	TRP	08/05/1997	APPROVED/ENG.	TRP 8/5/1997
B	REVISED ANCHOR ELEVATIONS	MBG	08/05/1997	APPROVED/FOUND.	N/A
A	REVISED POLE SECTIONS	MBG	08/05/1997	COPYRIGHT 2003	
REV	DESCRIPTION OF REVISIONS	INI	DATE	DRAWN BY	TRP
From: 05195.DFT - 08/05/97 11: 52				ENG. FILE NO.	A-105885-1
Printed from: 1098284C.DWG * 08/05/1997 14: 03 @ 07/10/2003 14: 51				ARCHIVE	Q-05195
				DRAWING NO.	109828-B
				PAGE	4 OF 7



FOUNDATION NOTES

1. SOILS EVALUATION AND FOUNDATION DESIGN BY OTHERS

				TUCSON COMMUNICATIONS TUCSON MOUNTAIN, AZ. # 42/PYLON X 200' GUYED TOWER	
				ARIZONA C. O. A. 11002-0	
				APPROVED/ENG.	TRP 8/5/1997
B	REVISED ANCHOR ELEVATIONS	MBG	08/05/1997	APPROVED/FOUND.	
A	REVISED POLE SECTIONS	MBG	08/05/1997	COPYRIGHT 2003	
REV	DESCRIPTION OF REVISIONS	INI	DATE	DRAWN BY	TRP
From: 05195.DFT - 08/05/97 11: 52				ENG. FILE NO. A-105885-1	
Printed from: 1098285B.DWG - 08/05/1997 13: 25 @ 07/10/2003 14: 51				ARCHIVE Q-05195	
				DRAWING NO. 109828-B	
				PAGE 5 OF 7	



FOUNDATION PLATE P/N 107260.
GROUT AFTER LEVELING PLATE - BEFORE ERECTING TOWER.

CAGE P/N 107261 CENTERED IN PIER.
INSTALL WITH 6" OF THREADS EXPOSED.

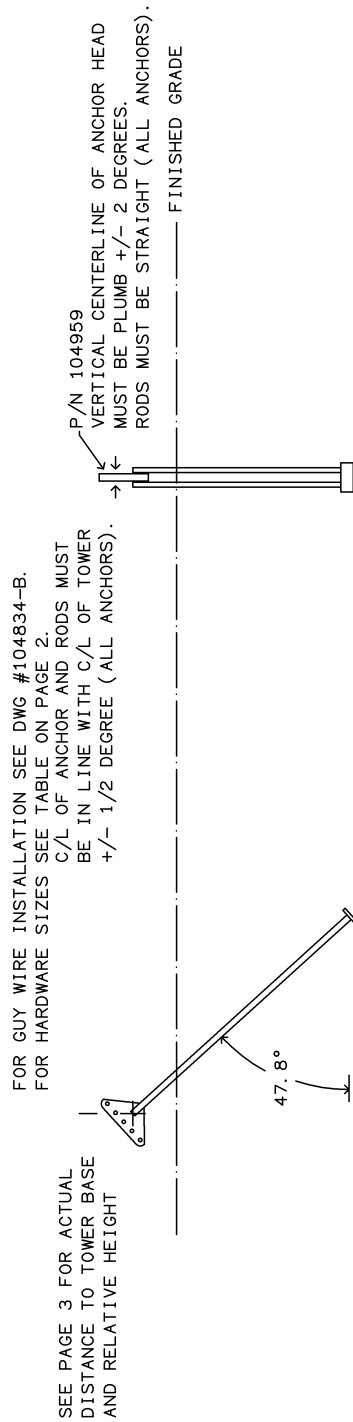
FINISHED GRADE

TOWER FOUNDATION
DESIGN BY OTHERS - SEE REACTIONS ON PAGE 1

				TUCSON COMMUNICATIONS TUCSON MOUNTAIN, AZ. # 42/PYLON X 200' GUYED TOWER			
				ARIZONA C. O. A.	11002-0		
				APPROVED/ENG.	TRP 8/5/1997		
B	REVISED ANCHOR ELEVATIONS	MBG	08/05/1997	APPROVED/FOUND.			
A	REVISED POLE SECTIONS	MBG	08/05/1997	COPYRIGHT 2003			
REV	DESCRIPTION OF REVISIONS	INI	DATE	DRAWN BY	TRP		
From: 05195.DFT - 08/05/97 11:52				ENG. FILE NO.	A-105885-1	DRAWING NO.	109828-B
Printed from: 1098286B.DWG - 08/05/1997 13:25 @ 07/10/2003 14:51				ARCHIVE	Q-05195	PAGE	6 OF 7




1545 Pidco Dr.
Plymouth, IN 46563-0128
219-936-4221



DESIGN BY OTHERS - SEE REACTION ON PAGE 1

|| GUY ANCHORS AT LOCATIONS A1, B1 AND C1

				TUCSON COMMUNICATIONS TUCSON MOUNTAIN, AZ. # 42/PYLON X 200' GUY ANCHORS			
				ARIZONA C. O. A.	11002-0	 PARDI INC. 1545 Pidco Dr. Plymouth, IN 46563-0128 219-936-4221	
				APPROVED/ENG.	TRP 8/5/1997		
				APPROVED/FOUND.			
				COPYRIGHT 2003			
REV	DESCRIPTION OF REVISIONS	INI	DATE	DRAWN BY	TRP		
B	REVISED ANCHOR ELEVATIONS	MBG	08/05/1997				
A	REVISED POLE SECTIONS	MBG	08/05/1997				
From: 05195.DFT - 08/05/97 11:52				ENG. FILE NO. A-105885-1		DRAWING NO. 109828-B	
Printed from: 1098287B.DWG - 08/05/1997 13:25 @ 07/10/2003 14:51				ARCHIVE Q-05195		PAGE 7 OF 7	



LEASE ASSEMBLY INSTRUCTIONS

In order to ensure the prompt execution of license/lease agreements, American Tower respectfully requests all customers follow the instructions below when preparing to return partially executed agreements.

- I. Prior to returning partially-executed documents to American Tower for execution, please follow these steps:
- Print and include all pages of the agreement, including the Terms and Conditions, if applicable, and the Exhibit place marker pages (i.e. title pages);
 - American Tower will retain one (1) original copy of the lease agreement. Please print as many copies as you plan to retain, along with one additional copy for American Tower;
 - Print and insert a copy of the Equipment Exhibit behind the corresponding place marker page (this is the third tab of the Excel spreadsheet generally labeled as Exhibit A). **Please do not insert the entire site application (first 2 pages of Excel spreadsheet), equipment exhibit only;**
 - Where applicable, insert site drawings, ground documents, etc. behind the corresponding place marker page.
 - Please note the following requirements regarding site sketches and/or drawing:
 - Sign and date the signature page of all lease copies; and
 - *All sketches, drawings etc. must match the information set forth in the Equipment Exhibit; and
 - *All site sketches/drawings must be created or approved, by American Tower.
- Approval of a non-American Tower generated sketch should be substantiated by the presence of an American Tower Site Supervisor's signature and date on the sketch. Leases which include a drawing created by someone other than American Tower and have not been approved by an American Tower Site Supervisor WILL NOT be counter-executed by American Tower. If you choose to not insert a site sketch with your lease, the construction drawings approved by American Tower and submitted at the time of installation will supersede the omitted site sketch.**
- Sign and date the signature page of all lease copies; and
 - Send original documents to the following address:

American Tower Corporation
 Attention: Contract Management
 10 Presidential Way
 Woburn, MA 01801

PLEASE NOTE: Agreements modified in any way will delay counter-execution by American Tower. Any changes to the document, either to the text or to any exhibits, whether aesthetic changes or substantive changes, MUST be done with the prior approval of American Tower. Any changes made without the prior approval of American Tower may result in the document being returned unexecuted. If changes are necessary, please contact your American Tower sales representative.

II. Return of fully executed documents by American Tower:

- To ensure that fully- executed leases are returned to the proper location without delay we ask that you include a cover letter, business card(s) or Post-It Note, identifying the address to which you wish the lease/leases to be returned.

Licensor Site Name/Number: TUCSON MOUNTAIN, T2 AZ / 8159

Licensor Contract Number: 509074

Licensee Site Name/Number: TUCSON MOUNTAIN/ LOCATION 2

FIRST AMENDMENT TO LICENSE AGREEMENT

This First Amendment (the “First Amendment”) to that certain License Agreement dated September 21, 2015 by and between American Towers LLC and Northwest Fire District (the “License”) (collectively, the “Agreement”) is made and entered into as of the latter signature date hereof, by and between American Towers LLC, a Delaware limited liability company (the “Licensor”) and Northwest Fire District, an Arizona municipality (the “Licensee”) (collectively, the “Parties”).

RECITALS

WHEREAS, Licensor owns a certain communications tower and a certain parcel of land located at 7120 W. Hidden Canyon Drive, Tucson, AZ 85745 more commonly known to Licensor as the TUCSON MOUNTAIN, T2 AZ tower site (the “Tower Facility”); and

WHEREAS, Licensor and Licensee entered into the Agreement for the use of a certain portion of the Tower Facility; and

WHEREAS, Licensee desires to modify its equipment at the Tower Facility (“Modified Equipment”); and

WHEREAS, the Parties agree that as consideration for Licensee’s Modified Equipment, the current License Fee payable under the Agreement shall be increased as set forth herein.

NOW THEREFORE, in consideration of the foregoing promises and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties hereto agree as follows:

- 1) Licensee shall modify its equipment for a final installed configuration pursuant to Exhibit A-1.
- 2) Exhibit A to the Agreement is hereby deleted in its entirety as of the date this First Amendment is fully executed and shall be replaced with Exhibit A-1 attached hereto and incorporated by this reference. In the event of inconsistency or discrepancy between the Exhibit A-1 and Licensee’s equipment information set forth in the Agreement, the Exhibit A-1 shall control.
- 3) Exhibit B to the Agreement is hereby deleted in its entirety as of the date this First Amendment is fully executed and shall be replaced with Exhibit B-1 attached hereto and incorporated by this reference. In the event of inconsistency or discrepancy between the Exhibit B-1 and Licensee’s site sketch set forth in the Agreement, the Exhibit B-1 shall control.

Licensor Site Name/Number: TUCSON MOUNTAIN, T2 AZ / 8159

Licensor Contract Number: 509074

Licensee Site Name/Number: TUCSON MOUNTAIN/ LOCATION 2

- 4) Effective upon the earlier to occur of: i) commencement of installation of the Modified Equipment; or ii) July 12, 2016 ("Commencement Date"), the License Fee shall be increased by One Thousand Ten and 00/100 Dollars (\$1,010.00) per month ("Increased Fee"). The Increased Fee for any fractional month at the beginning or end of the period shall be appropriately prorated.
- 5) Notwithstanding anything to the contrary in the Agreement, the offer to Licensee expressed in this First Amendment shall automatically become null and void with no further obligation by either party hereto if a structural analysis of the Tower Facility completed after the execution of this First Amendment by Licensor but before the Commencement Date of the installation of Licensee's Modified Equipment indicates that the Tower Facility is not suitable for Licensee's Modified Equipment unless Licensor and Licensee mutually agree that structural modifications or repairs shall be made to the Tower Facility on mutually agreeable terms.
- 6) Capitalized terms contained herein, unless otherwise defined, are intended to have the same meaning and effect as that set forth in the Agreement.
- 7) All other terms and provisions of the Agreement remain in full force and effect.

[SIGNATURES APPEAR ON THE NEXT PAGE]

[REMAINDER OF PAGE LEFT BLANK INTENTIONALLY]

Attachment: First Amendment to License Agreement (2016-55 : Tucson Mountain Lease Amendment)

Licensor Site Name/Number: TUCSON MOUNTAIN, T2 AZ / 8159

Licensor Contract Number: 509074

Licensee Site Name/Number: TUCSON MOUNTAIN/ LOCATION 2

IN WITNESS WHEREOF, the Parties hereto have set their hands to this First Amendment to that certain License Agreement as of the day and year written below:

LICENSEE:

Northwest Fire District, an Arizona municipality

LICENSOR:

American Towers LLC, a Delaware limited liability company

By: _____
 Name: George Carter
 Title: Fire District Board Chair
 Date: _____

By: _____
 Name: _____
 Title: _____
 Date: _____

Attachment: First Amendment to License Agreement (2016-55 : Tucson Mountain Lease Amendment)

Licensor Site Name/Number: TUCSON MOUNTAIN, T2 AZ / 8159
Licensor Contract Number: 509074
Licensee Site Name/Number: TUCSON MOUNTAIN/ LOCATION 2

Exhibit A-1

Attachment: First Amendment to License Agreement (2016-55 : Tucson Mountain Lease Amendment)

Licensor Site Name/Number: TUCSON MOUNTAIN, T2 AZ / 8159

Licensor Contract Number: 509074

Licensee Site Name/Number: TUCSON MOUNTAIN/ LOCATION 2

Exhibit B-1

Attachment: First Amendment to License Agreement (2016-55 : Tucson Mountain Lease Amendment)



April 14 2016

Collocation Project #: 660840
ATC Site Name: TUCSON MOUNTAIN, T2 AZ
ATC Site ID #: 8159
ATC State: AZ
ATC Area: West

Customer Name: NORTHWEST FIRE DISTRICT
Customer Site Name: TUCSON MOUNTAIN
Customer Site ID #: LOCATION 2

ATC Contact Info

APM: Sean OBrien
Email: sean.obrien@americantower.com
Phone: 1-781-926-6980

Customer Contact Information

Name: James Long
Email: jlong@northwestfire.org
Phone: 5208871010

Application Contingencies

	Determination		Determination
PAL Created	No	Revenue Share Required	No
Environmental Review Required	No	Further Land Lease Review Required	No
Bird Review Required	No	Fence Pushout Required	

	Determination	Status	
Compound Expansion Required	No	Initiated:	Completed:
LL Consent Required	No	Requested:	Received:
ROFR Required	No	Sent:	Returned:
FAA/FCC Review Required	Yes	Approved	

Attachment: Application Contingencies (2016-55 : Tucson Mountain Lease Amendment)

Customer Requests

	Determination	Sent Out	Received/Completed
LOA Required			
Zoning App Required			

Pending Revisions

	Determination	Request Date	Completed Date
Re-approval Pending	No		
Redraft Pending	No		

Service Type

	Ordered	Completed	Results
Structural	4/11/2016		Projected Pass
RF-SSIS	4/5/2016		

Site Design

	Requested Date	Received Date	Uploaded Date	Completed Date
Site Design	4/5/2016	4/13/2016	4/14/2016	4/14/2016

Fee Details

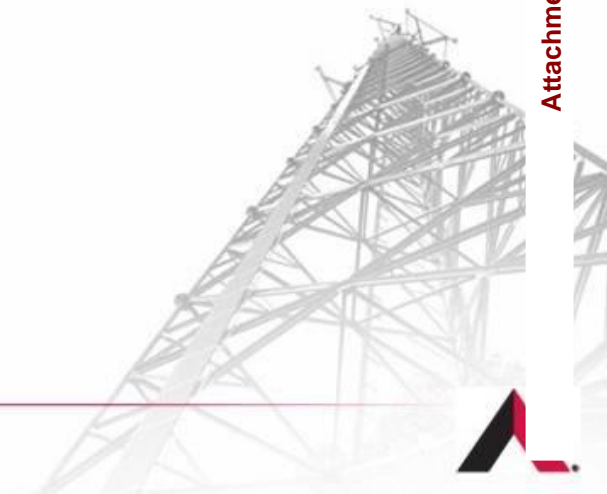
**AMERICAN TOWER™**
CORPORATION

Fee Type	Fee Required	ATC Entity	Amount Required	PO Received Date	PO/Ck/CO Number	Amount Received
Site Inspection Fee	Yes	American Tower Inc Tax ID#650598206	1,500.00			0.00
Structural	Yes	ATC Tower Services Inc Tax ID#850313707	2,000.00			0.00

NTP Details

CD Received	
CD Approved by Leasing Operations	
Contractor Approved	
NTP Package Complete Date	
NTP Status	
NTP Issued Date	

BP Received	
Scheduled Install Date	
Contractor Name	--No Business Entered--
Fully Executed Agreement	
NTP On Hold Reason (If applicable)	
NTP Comments	





NTP Checklist

04/14/2016

Collocation Project #: 660840

ATC Site Name: TUCSON MOUNTAIN, T2 AZ

ATC Site ID #: 8159

ATC State: Arizona

ATC Area: West

Customer Name: NORTHWEST FIRE DISTRICT

Customer Site Name: TUCSON MOUNTAIN

Customer Site ID #: LOCATION 2

Customer Contact Name (Please List Information): James Long, Communications Coordinator

Customer Contact Information (Please List Information): Northwest Fire District – 5225 W Massingale Rd, Tucson, AZ 85743

Email: jlong@northwestfire.org

Phone: (520)-887-1010 x 2917

- **Copy of Construction Drawings/Scope of Work:** Received Date:
- **Copy of any locally required permits, if applicable:** Received Date:
If no building or electrical permit is required, a letter from county stating as such or a letter on **Customer Letterhead** stating a Building Permit is not required.
- **Copy of Pre-Construction AM Study measurements, if applicable.**
- **FAA/FCC Cleared Date:** 04/07/2016
- **Name of American Tower Approved Contractor:**
General Contractor: --Creative Communications
GC Contact Name: (Please List Information): Phil Terrel – Project manager
GC Contact Number: (Please List Information): (602) 353-5556
GC Contact E-Mail Address: (Please List Information): Phil.Terrill@creativecom.com
- **Schedule of Construction with milestone events. Please attach required Construction Schedule:**
Estimated Construction Start Date: **May 2, 2016**
Estimated Construction End Date: **May 13, 2016**
- **A Check or PO for the Site Inspection Fee, if applicable:**
Site inspection Fee Amount: 0.00
PO Receipt Date :
PO/Check #: :

To ensure timely processing of your NTP, please upload Construction Drawings/Scope of Work, Building Permit, GC, and Scheduled Install Start Date for the project via [OnAirAccess](#) – Milestone Details.

Please direct any questions to:

Sean.OBrien@americantower.com - Area APM

Kent.Keglovitz@americantower.com - Field Technician

Attachment: NTP Checklist (2016-55 : Tucson Mountain Lease Amendment)

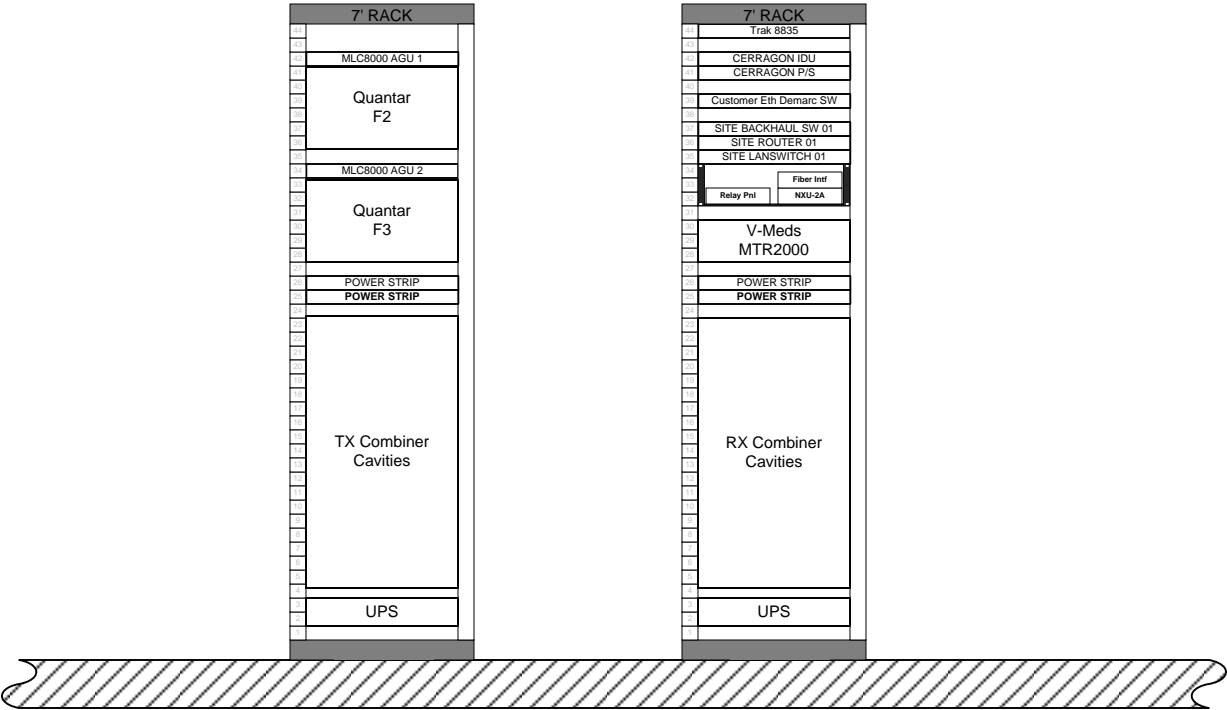
CREATIVE COMMUNICATIONS SALES AND RENTALS FCC APPROVED FREQUENCIES FOR NWFD


February 5, 2016

Channel	Subscriber Transmit	Subscriber Receive	PL Tone
F2	155.9400 MHz	151.2425 MHz	141.3 (4A)
F3	155.5800 MHz	151.2650 MHz	156.7 (5A)

Attachment: FCC Approved Frequencies for NWFD (2 5 16) (2016-55 : Tucson Mountain Lease Amendment)

Northwest Fire District
TUCSON MOUNTAIN CONCEPT
DRAWING



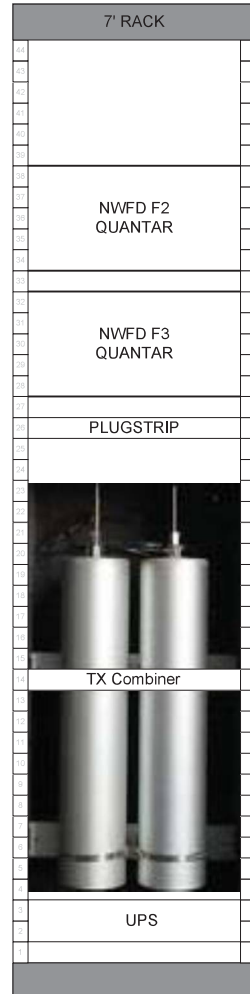
<div> MOTOROLA Creative Communications Systems Engineering</div>				
PROJECT: NWFD Analog Simulcast				
TITLE: Tucson Mtn Rack Drawing				
CONTRACT	ENGINEER	PROGRAM MGR	SCALE	SIZE
PROGRAM	DRAWN	CHECKED	SHEET	REV <input type="radio"/>
FILE	DATE	CODE IDENT	DWG NO	

Attachment: NWFD TM Rack Diagram (4 1 16) (2016-55 : Tucson Mountain Lease Amendment)



NORTHWEST FIRE DISTRICT TUCSON MOUNTAIN CONCEPT DRAWING

P16BP02120- COTH: Communications Racks
Approved 04/01/2016



MOTOROLA SOLUTIONS

Project: NORTHWEST FIRE DISTRICT

Title: TUCSON MOUNTAIN RACK DIAGRAM

Designed by: CHUCK POTTER

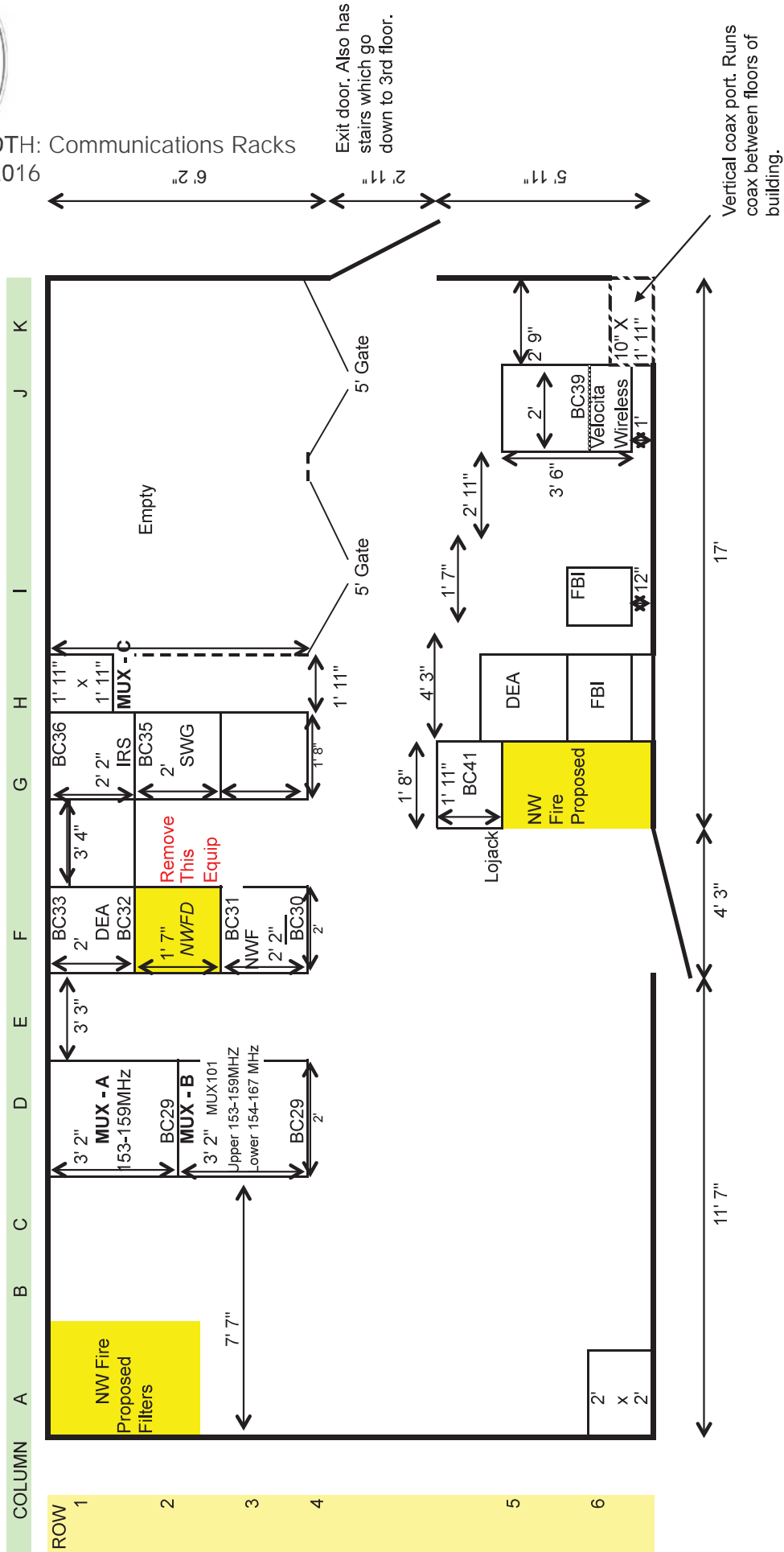
Date: MAR 2016



P16BP02120- COTH: Communications Racks
Approved 04/01/2016

5.E.m

Building - Mid Level



Northwest Fire
Equipment

Rural Metro
Equipment





Governing Board

5225 West Massingale Rd.
Tucson, AZ 85743

SCHEDULED

FIRE CHIEF'S REPORT 2016-25

6.A.1

Meeting: 04/26/16 06:00 PM

Department: Fire Chief

Category: Chief's Board Report

Prepared By: Heather D'Amico

Initiator: Michael J. Brandt

Sponsors:

DOC ID: 2204

FIRE CHIEF'S REPORT Chief Michael J. Brandt April, 2016

ACTIVITIES:

Attended the second meeting of our Bond Committee. Extraordinary work done by the NWFD Team in preparing and presenting!

I attended Pension Board Meetings on March 21st and April 7th, and April 25th, 2016.

I attended the Southern Arizona Fire/EMS Regional Consortium Executive Meeting to discuss the radio upgrade implementation plan.

I had separate informational meetings with George Carter, Chairman, NWFD Governing Board, Bruce Kaplan, Vice-Chair, and David Talas, Board Member.

I attended the Trauma and Resiliency for First Responders Conference on April 6, 2016, sponsored by the Greater Tucson Fire Foundation.

I met with Gary Watson, President of Union Local 3572 and Asst. Chief Bradley to discuss Operational topics.

I participated in a conference call with HR regarding recruitment of an IT Manager and the possible assistance of an outside recruitment agency.

I attended the NWFD/UMC Executive Meeting on March 28th which included Dr. Dan Spaite, members of his staff along with Chiefs Bradley and Duncan.

Phone conference with John Karolzak and Glenn Kasperzyk regional management team for AMR/Rural Metro.

I attended the Special NWFD Governing Board Meeting on Tuesday, April 12th, 2016 to discuss a variety of topics including, CIP, Annexation, Budget, and Bond matters. I also attended a Special NWFD Governing Board Study Session on April 20, 2016 to discuss Post-Employment Benefits.

I attended the CopperPoint/NWFD Quarterly Meeting, along with HR staff to discuss our Worker's Compensation insurance.

I attended the Southern Arizona Fire/EMS Regional Consortium Quarterly Meeting.

ROUTINE EXTERNAL MEETINGS INCLUDED:

NWFD Governing Board Meeting; the Marana Community and Regional Update Meeting; Department Head Meeting - Town of Marana; Marana Town Council Meetings; Greater Tucson Fire Foundation meetings; PCWIN, and associated Boards/Committees.

I attended the Pima County Fire Chiefs Association Meeting on March 29, 2016. As Chair of the Pima County Fire Chiefs Association, I continue to underscore the importance of our legislative challenges and ways to support our efforts from a local and statewide platform.

I attended and Co-Chaired the Pima Community College Advisory Committee Meeting regarding the EMS and FSC Programs.

INTERNAL MEETINGS:

A full schedule of internal meetings included: Executive Staff Meetings, Executive Team Meetings with all members of Senior Staff; Meetings with Asst. Chiefs Emans and Bradley on Operational and Support coordination; HR Meetings; Meeting regarding our Strategic Plan; Leadership Team Meeting; General Staff Meeting; Meetings regarding Annexations; I met with Div. Chief Gary West to discuss topics including the Pima County Regional Haz-Mat update and Accreditation; Operational meetings with Executive Staff - Finance, Operations, Support, HR, and Community Affairs; and meetings with Senior Staff members to discuss Capital Improvement Program (CIP).

Budget discussions and preparations, and Capital Improvement Projects remain a central organizational activity as we continue to prioritize our current and future operational and support needs in supporting our Strategic Plan and our Community.

A very busy month indeed but working with the great team that makes us who we are. Thank you all for your great work and dedication.



Governing Board

5225 West Massingale Rd.
Tucson, AZ 85743

SCHEDULED

FIRE CHIEF'S REPORT 2016-26

6.A.2

Meeting: 04/26/16 06:00 PM

Department: Support Services

Category: Assistant Chief/Director's Report

Prepared By: Doug Emans

Initiator: Doug Emans

Sponsors:

DOC ID: 2203

SUPPORT SERVICES REPORT Assistant Chief Doug Emans April, 2016

ACTIVITIES

The month of March can be summarized in this report by stating that the focus in every aspect of the support divisions has been on the budget. Staff has been seeking and developing alternatives for each and every program or division area throughout the District. Every staff member throughout the organization is engaged deeply and participating in this process at their respective level of leadership.

Division reports are included for your review, however they are brief given the time and effort focused on the budget process.

Planning

Planning is focused on keeping three major projects on schedule; Radio system upgrades, network infrastructure and bond committee support.

Logistics

Warehouse

- Warehouse personnel are focused on end of year activities and preparing for new vendor agreements moving forward into 2016/2017.

Fleet

- Fleet Services, has ordered the first deliverables related to the vehicle leasing program as well as the surplus of those vehicles to be replaced.

Facilities

- Facilities personnel are working to narrow down the highest priorities in caring for and maintaining the large number of facilities with horribly limited resources.

Technology

IT infrastructure challenges and implementations are wrapping up and a review of the Phase I activities is planned for April 21 with our vendor/consultants prior to Phase II commencing.

GOALS

- Continue to provide strong support to IT staff until a manager is identified.
- Continue to provide strong support to staff until radio upgrade project is complete.
- Provide leadership in producing a detailed and valid budget proposal for all reporting sections related to both Support Services and Administration.



Governing Board

5225 West Massingale Rd.
Tucson, AZ 85743

SCHEDULED

FIRE CHIEF'S REPORT 2016-27

6.A.3

Meeting: 04/26/16 06:00 PM

Department: Operations

Category: Assistant Chief/Director's Report

Prepared By: Brad Bradley

Initiator: Brad Bradley

Sponsors:

DOC ID: 2198

OPERATIONAL SERVICES BOARD REPORT

Assistant Chief Brad Bradley

April, 2016

Due to the ongoing budget creation and review process, no update from Operational Services is being provided for the month of March, 2016.

That being said, efforts continue to be ongoing with all the various strategically important initiatives and priorities as normally reported.

A full report on March and April activities will be provided at the next regularly scheduled meeting.



Governing Board

5225 West Massingale Rd.
Tucson, AZ 85743

SCHEDULED

FIRE CHIEF'S REPORT 2016-28

6.A.4

Meeting: 04/26/16 06:00 PM

Department: Prevention and Safety Division

Category: Chief's Board Report

Prepared By: Donald P. Garcia

Initiator: Donald P. Garcia

Sponsors:

DOC ID: 2192

PREVENTION AND SAFETY DIVISION FIRE MARSHAL REPORT

Fire Marshal Donald P. Garcia

April, 2016

We continue to evaluate, coordinate and direct all activities related to inspections, plan reviews, public education, training, strategic planning, and community partnerships.

Lead Fire Inspector Rich Severson is responsible for all Inspections which includes new construction and "Own Your Zone" with some supervisory responsibilities and internal training specifically for the new trainees. The Inspector Recruits are completing their training on apartment complexes, low hazard business and mercantile occupancies. They are making great progress. We plan on assigning them a zone in next fiscal year.

Lead Fire Inspector Robinson continues to gain experience in plan review and also maintains the additional responsibility as our FireHouse RMS Manager for the Division. In addition Inspector Robinson part of the annexation team and continues assist in expanding our District.

Fire Plans Examiner Bob Camps is tasked with the development and implementation of electronic plan review process along with the submittal checklists that will assist the customer with pre-loaded requirements for all plans. We are currently beta testing our electronic plan review process with the software Blue Beam. We have established an email planreview@northwestfire.org <<mailto:planreview@northwestfire.org>> for all electronic submittals. The Town of Marana has asked for us to provide them a demo.

I participated in the District's Capital Improvement Project (CIP) Prioritization process which identified and rated 18 different capital projects. Deputy Chief Hughes managed the process and the results of the process was forwarded to Senior Staff.

I attended the Strategy and Tactics Class for Assisted Living Facilities at Glendale Regional Public Safety Training Center (GRPSTC). Mobility issues as well as hearing and visual impairments are the primary causes of response challenges when dealing with seniors, especially as they enter their eighth and ninth decade resulting in a resource heavy response.

I attended Blue Card Instructor Continuing Education Training in Phoenix. The presentation focused on Responding to Violent Incidents where Det. Gary McGuire and Sgt. Glen Powe of the Maricopa County Sheriff's Office provided an overview as both patrol officers and SWAT team size-ups and the tactics used for active and barricaded shooters. Training also covered best practice civilian survival skill sets when an active shooter is present: "Run, Hide, Fight". Sgt. Powe will present on actual incidents where he will discuss SWAT team tactical deployments and the safest and most effective methods for Police and Fire to interact on violent incidents.

Fire Inspectors Ian Robinson, Lisa Douglas and I met with Sherri Newland from Waste Management at 2 sites. One site in Phoenix and one site in San Tan Valley to review the installation of Compressed Natural Gas (CNG) dispensing stations and repair facilities.

Prevention Division met with Battalion Chief Brian Gard to discuss the Waste Management renovation on Ina Road that will include 96 CNG Fuel Dispensing Stations, Flame Detectors and Gas Detection systems in the repair facilities that is schedule to start construction on April 18, 2016 pending approval.

The Prevention Division and Jim Long met with Tom Louis from Emergency Reporting to discuss a Records Management Inspection Software for the Division. Our current software FireHouse and its server is outdated. We believe Emergency Reporting is the best option to take the Division to another level.

The 2015 -2016 school year has begun. Our Fire Inspectors started providing the District's public education / fire safety classes to the following grades:

Grade	Number of Classes	Number of Students	YTD
Kindergarten:	30	785	2700
2nd Grade:	0	810	1314
4th Grade:	9	390	1350

The Prevention Division supported the Town of Marana Heritage Days by providing exit drills in the home training with our Fire Safety House.

The Division also performed all of the fire and life safety inspections of all interior occupants at the Foothills Mall for the first time.

Jim Long and Prevention partnered to develop an interactive project develop map. The primary purpose of this map is to identify and communicate development projects within the District that are either currently under review, in the construction phase or recently completed where a Certificate of Occupancy has been issued. The map also identifies the Fire Inspector Zones and which Fire Inspector is responsible for a particular project and/or zone. The map is ready for distribution. We will need to coordinate training through Target Solutions in April.

We have partnered with the Arizona Center for Fire Service Excellence and the Arizona State Fire Training Committee to host National Fire Academy Classes at the Northwest Fire District and the six (6) day course, Fire and Life Safety Plans Review Course. Dates were February 29 through March 5, 2016. We had 30 students registered and 29 students showed.

We are still researching the possibility of implementing a web-based service for tracking and collecting annual fire protection contractor's inspection reports for all safety systems through "The Compliance Engine" It is a proactive, efficient process to review reports, notify customers, track deficiencies and ensures compliance.

On June 23, 2015, we were awarded \$15,000 for fire hydrants in the Flowing Wells area through a federal Community Development Block Grant (CDBG). Lead Fire Inspector Rich Severson and Jim Long and I met with Jim Gresham and identified three locations for new hydrants. The hydrants have been installed and we processed payment for the installation.

We continue to provide Fire Prevention and Safety services including on the job training and oversight for Mountain Vista Fire District and Fire Inspector Brad White. Seamless services include the following:

- New development/construction-related plan review
- Alterations of building or tenant improvement plan review
- Fire inspections related to new developments and tenant improvements
- Special events (pyrotechnics, tents) plan review and inspections
- Annual occupancy fire inspections required by the State of Arizona (assisted living, hospitals, day cares, schools etc.)

PREVENTION AND SAFETY STATISTICS

Activity	Marana	Pima	MVFD	March Total 2016	2016 YTD
Inspections	176	100	0	276	718
Re-Inspections	87	81	0	168	343
Construction Inspections	79	15	7	101	259
Plan Review	54	16	6	76	214
Fire Investigations	1	0	0	1	10
Car Seat Inspections	7	0	0	7	25

I also attended the following meetings:

- Executive Staff (2)
- Fire Chief
- Fire District Board Meeting
- General Staff
- Internal Division Meeting (Daily)

- Support Services Meeting (2)
- Arizona Fire Marshal Association
- Phoenix Fire Department Coffee Forum
- Southern Arizona Homebuilders Association (SAHBA)

GOALS FOR APRIL INCLUDE:

- Complete Fire Code Standard Detail Sheets for contractors and place on web site.
- Complete Accreditation Information



Governing Board

5225 West Massingale Rd.
Tucson, AZ 85743

SCHEDULED

FIRE CHIEF'S REPORT 2016-29

6.A.5

Meeting: 04/26/16 06:00 PM
Department: Human Resources
Category: Chief's Board Report
Prepared By: Patricia Aguilar

Initiator: Patricia Aguilar
Sponsors:

DOC ID: 2191

HUMAN RESOURCES REPORT MARCH 2016 for APRIL 2016

ACTIVITIES:

- Prepare and begin process for Public Safety Personnel Retirement System disability retirement for one (1) employee
- Prepare and process paperwork for one (1) DROP employee
- Human Resources engaged Topline Strategies, out of five (5) companies who expressed interest to represent the District in the recruitment for an Information Technology Manager
- Revise Benefit Newsletter and bulk mail to employees
- Recruitments and Assessment Center for EMS Shift Captain vacancy and Engineer Eligibility List
- Prepare roll out of Wellness Program for District employees
- Plan transition of Annual Physicals from annual to birthday over a 3 year period
- Bi-weekly conference call with District insurance broker
- Information gathering conference call with District insurance broker and representative regarding HRIS system requirements
- Oversee University of Arizona Intern, for class credit, continues to work in each department of the organization for 10 hours a week at a time. This past month the intern was learning about the Fleet, Warehouse, Training, EMS, Operations, and Information Technology
- Quarterly Report on Safer Award
- Meetings: Human Resources Staff, General Staff, Governing Board, Executive-Small and Large Groups, Pension Board, and employee relations

SHORT AND LONG TERM GOALS FOR 2016:

- Full implementation of digital signature program with establishing a policy
- Recruitment for Administrative support positions
- Human Resources Annual Audit of Personnel Files
- Update District Personnel Policies and create Procedures
- Document Destruction per State of Arizona guidelines
- Research options for a stand-alone Human Resource Information System
- Accreditation



Governing Board

5225 West Massingale Rd.
Tucson, AZ 85743

SCHEDULED

FIRE CHIEF'S REPORT 2016-30

Meeting: 04/26/16 06:00 PM
Department: Community Affairs
Category: Chief's Board Report
Prepared By: Trina Motto

Initiator: Trina Motto

Sponsors:

DOC ID: 2195

6.A.6

COMMUNITY AFFAIRS BOARD REPORT

Manager, Trina Motto

April (March 9 - April 12), 2016

ACTIVITIES:

- Presented 2016-17 Community Affairs first round budget for zero-based budgeting to the board; initiated budget review process for second round of submissions
- Coordinated Bond Committee communications and kick-off meeting in partnership with Finance and Support Services; began preparation of content for second meeting
- Worked with Tucson Fire, City of Tucson, and Golder Ranch Fire on a regional PulsePoint App Launch to include media buy plans, website, video/radio PSA production, communication materials creation, press release creation and media conference arrangements for an April 20 public launch date
- Collaborated with EMS to develop an expanded hands-only CPR page to include video instruction and opportunities to schedule hands on instruction; Continued to coordinate with EMS on CPR class registrations; created a CPR class survey in partnership with EMS
- Managed annexation team for ongoing and forward-looking efforts to include external communications, HOA meeting involvement, production and placement of impact statement signs in Butterfly Mountain; single resident meetings to address questions; and processing of a signature development annexation.
- Provided NWFD annexation update at March Governing Board meeting
- Prepared for Battalion Chief Certification Course on media training along with a review of social media and digital imaging policies in collaboration with Golder Ranch Fire
- Coordinated with the Southern Arizona Chapter of the American Red Cross and an upcoming project sponsor on the Flowing Wells Smoke Detector Installation project; Coordinated with a Neighborhood Watch group to provide smoke detector education, intro to a local engine company, and hands only CPR demonstration
- Attended the Small Business Association Legislative Update Luncheon; Recruited a local community professional to serve as an NWFD stakeholder on upcoming projects
- Coordinated with staff on community affairs materials required for grant submissions. Ongoing activity
- Delivered a "push" notification to all employees on internal employee news; generated internal stories of interest to staff
- Updated the NWFD website and social media platforms to include enhanced positioning of privacy notice and an online feedback form; social media updates to include Training Center activity updates, community events, station tours,

extrication training, and a video post on a crew standing-by for the take-off of the Original Air Force One at the Marana Regional Airport that generated 29K video views and reached 72K people.

- Consulted with colleagues on organizational projects requiring editorial or design/layout input
- Coordinated NWFD's representation at various community events in conjunction with Administration, Support Services and Operations (i.e. *Event to honor Capt. Goldberg with Firefighter of the Year Award, YMCA Kids event, Neighborhood Watch, Red Cross event, GTFF Resiliency Conference, Osprey incident memorial, and more*)
- Attended internal meetings and events as required or requested; inclusive of morning check-ins, Executive, Leadership, & General Staff, Communications and various internal meetings (i.e. *Health and Safety presentation on sleep deprivation, annexation team meeting, etc...*)
- Met with neighboring Districts, agencies, organizations and municipalities to promote information and resource sharing in line with cooperative teaming plans (i.e. *City of Tucson, Tucson Fire Department, Golder Ranch Fire, Marana Chamber of Commerce, Small Business Association*)
- Continued PIO transition and training with Capt. Brain Keeley; Prepared and presented materials for award presentations at Governing Board meetings in partnership with Awards Committee
- Monitored media; managed public safety messaging and press for the following:
 - 3/9/16 - The media used archived footage of Captain Goldberg discussing pediatric drowning on account of recent near drowning events.
 - 3/18/16 - At 0200, a medical full alarm was dispatched for a 2 car MVA on Ina at Aeris drive between Thornydale and Old Father. Five total patients were transported to Banner UMC (3 immediate/2 delayed) and 2 patients required extrication.
 - 3/18/16 - At 0300, a single vehicle rollover with ejection was reported on I-10 between Tangerine and Marana. A vehicle was found on its side in an empty irrigation canal between the westbound lanes and the frontage road. One patient, in serious condition, was airlifted to Banner UMC and one stable patient was taken by ground ambulance.
 - 3/19/16 - At 0400, a wrong way driver on eastbound I-10 collided head-on with another vehicle between Twin Peaks and Avra Valley. Both drivers died in the collision. A second accident occurred when a vehicle rear-ended another vehicle that had just cleared the wreckage. Total patient count from both accidents: 2 deceased, 1 transported, 4 INI.
 - 3/19/16 - At 2100, a full size pickup truck and passenger car collided at Twin Peaks and Tangerine. The truck came to rest on its side and the driver left the scene on foot prior to first responder's arrival. The driver of the

second vehicle was transported to Banner UMC.

- 3/23/16 - KOLD contacted NWFD about the impact of the higher temperatures and dry/windy weather on wildfire season. Capt Keeley did an interview to discuss conditions impacted by grasses vs. trees as fuel sources. He highlight the fact that Tucson's riverbeds are still very green and took the opportunity to remind residents to keep debris and brush clear from their homes.
- 3/23/16 - One man was seriously injured when two trucks crashed on Ina between Silverbell and Cortaro. The incident involved a rollover of one of the trucks sending the driver to Banner UMC by NWFD Paramedics. The other truck carried a man and a child, both of who were treated on scene and refused transportation. The incident caused a road closure for two hours while PCSO investigated the cause of the incident.
- 3/24/16 - A man wanted for the hit-and-run crash that took place on Tangerine and Twin Peaks on March 18 was arrested Thursday, March 24, after a high-speed police chase ended in a rollover crash on Interstate 10 south of Chandler. The story sparked the attention of Denver-area journalist who witnessed the accident that took place in Marana and did a follow-up piece upon her return to Colorado at News 9.
- 3/25/16 - Engine 336 was the first in unit to a house reported on fire at 12000 block of Fallen Fence Lane in Gladden Farms. The call came in just before 1 p.m. Crews found smoke coming from the back of the home and extinguished flames coming from the patio before it spread to the interior of the home. No one was at home at the time of the fire, except the family pet that crews ensured was just fine.
- 3/25/16 - A 46-year-old woman was killed in a two-vehicle rollover crash at the intersection of North Oracle and West Orange Grove roads shortly before 9 a.m. NWFD medics transported her by ground ambulance to Banner UMC, but she succumbed to her injuries at the hospital. The other driver, a 31 year old woman who was in an SUV that rolled, was transported to the hospital with minor injuries.
- 3/30/16 - At 1630, a full size pickup drove through the front of the Circle K store at the 4900 block of W Ina and came to a rest inside the store. The driver and one other person inside the store were evaluated for injuries, but refused transportation. The store was turned over to Marana building inspectors. Just after the initial accident occurred, a vehicle pulling out of the parking lot of the same Circle K onto Ina was struck by another vehicle. The driver had to be extricated by EN 334 and was transported with non-life threatening injuries to Banner UMC. The driver of the second vehicle was transported by SWA.
- 4/2/16 - At 10:00, three vehicles were involved in an accident on WB I-10

on the overpass of Cortaro. One vehicle rolled as a result of the accident and came to rest on its wheels. There were a total of three people involved in this accident and all three denied injuries. A secondary accident occurred about a quarter mile behind the first and again three vehicles were involved. Five people were involved with three denying injury, one refusal, and one BLS transport.

- 4/2/16 - At 2145, a single vehicle rollover occurred on Marana road between Sanders and Sandario. The vehicle came to rest on its wheels with the rear tires in a running irrigation canal. The patient was removed from the vehicle and transported by AVFD.
- 4/6/16 - At 2230, a full alarm was dispatched to the 4100 block of Flowing Wells for a mobile home fire. Engine 331 declared a defensive operation and the unit was a total loss.
- 4/7/16 - At 19:45, a bicyclist was struck on N Flowing Wells. Patient had serious but non-life threatening condition. The southbound lanes of traffic were closed during the operation.
- 4/8/16 - At 2100, a two-vehicle accident occurred on eastbound I-10 and closed all lanes at Ruthrauff. One vehicle had minor damage and the other vehicle rolled and came to rest on its roof. A total of 5 people were involved and all declined transport.
- 4/8/16 - Channel 4 requested an interview regarding the status of fire hydrants and water supply as a follow-up to the fire on 4/6/16.

GOALS:

- Continue Capt. Keeley's PIO training, document program parameters
- Finalize next phase of 365 training in partnership with IT to be offered across the organization
- Participate in Regional Pulse Point App launch with local departments
- Partner with IT and the Awards Committee on process improvement and streamlining for 2016 awards
- Continue stakeholder cultivation for upcoming organizational programs
- Attend professional development opportunities: continued Social Media training
- Continue development of communications projects including: graphic standards and mission, vision, & values posters
- Coordinate with Division and Department heads to facilitate Strategic Plan Goal #2 and #3 objectives
- Update Digital Imaging Policy update with HR, Ops
- Promote seasonal, proactive and medical safety messaging for general public and associated event attendees
- Work with Divisions on addressing urgent internal/external messaging projects



Governing Board

5225 West Massingale Rd.
Tucson, AZ 85743

SCHEDULED

FIRE CHIEF'S REPORT 2016-31

6.A.7

Meeting: 04/26/16 06:00 PM

Department: Logistics

Category: Chief's Board Report

Prepared By: Dugger Hughes

Initiator: Dugger Hughes

Sponsors:

DOC ID: 2181

LOGISTICS BOARD REPORT Battalion Chief Hughes April, 2016

ACTIVITIES:

The District finalized an agreement with Enterprise Fleet Management which will change the way we acquire our non-response vehicles. Non-response vehicles will now be leased, with the first five replacements arriving in April, and another ten to arrive shortly after the start of the new fiscal year. The rest of the non-response replacements will be phased in over a five year period.

Two grant applications were submitted this month: a SAFER Grant for \$3,487,680 and a GOHS Grant for \$27,672.56.

Facilities:

- The underground work for the Station 331 Generator installation is almost complete. Still looking at the new generator arriving within the next couple weeks.
- The drawings by the Engineers/Architects for the Station 333 driveway reconstruction are complete, and we now have a company putting together a construction proposal.
- All of the evaporative coolers in the District were inspected, serviced, repaired, and readied for use.
- A total of 123 Facilities related Work Orders were processed.

Personal Protective Equipment:

- Annual testing and inspection was completed on 20 SCBA's and 14 sets of Turnouts this month.
- Fifteen sections of 5" x 100' were received, to replenish the District numbers after losing so many sections during the testing process earlier this year.
- "Pigtails" were assembled from good sections of old hose, saving a significant amount of money over buying them.
- Four new styles of flashlights have been brought in for evaluation to possible replace the current personal issue lights used by our Operations personnel. These will be issued to 2 crews for testing and evaluation.
- Three thermal imagery cameras (TIC's) have been ordered per the current CIP plan.
- Our Fire Equipment Service Worker attended the Regional Air Management Group meeting in Goodyear, AZ.
- We continue to evaluate PPE to assure that our personal have the most appropriate gear.
- 116 Work Orders were processed in March.

Warehouse:

The Warehouse staff processed 62 EMS Supply orders, 16 Station Supply orders, 6 Office Supply orders, 3 Catalog Shirt orders, 41 In-house Uniform orders, and 36 Special Uniform orders.

- 140 Oxygen cylinders were switched out for the month.
- Mail Delivery/Courier Service continued.
- Supervision of San Miguel Students.

Fleet:

- Completed the Surplus sale of 4 items.
- New Ambulance Build Items were shipped to Braun, for inclusion in our Ambulance packages.
- Participated in the CIP process, by providing all pertinent vehicle information.
- We hired a new mechanic, Angel Morales. He has already attained his Emergency Vehicle Technician 1 (EVT1) status.
- Involved in the establishment of the Fleet Lease agreement with Enterprise.
- Processed 19 Scheduled Work Orders.
- Processed 83 Unscheduled Work Orders.
- District vehicles were driven 76,813 miles. We averaged 12.95 miles per gallon, for an overall cost of .14 a mile.



Governing Board

5225 West Massingale Rd.
Tucson, AZ 85743

SCHEDULED

FINANCIAL REPORTS 2016-4

Meeting: 04/26/16 06:00 PM

Department: Finance

Category: Financial Report

Prepared By: Phyllis Schumacher

Initiator: Phyllis Schumacher

Sponsors:

DOC ID: 2187

ATTACHMENTS:

- Feb 2016 Monthly Board Rept Fund Balance (PDF)
- Feb 2016 Monthly Budget Report (PDF)
- Feb 2016 Monthly Board Report-Pooled Cash Report (PDF)
- Feb 2016 Comparison Revenue Received Current Year-Prior Year (PDF)
- Feb 2016 Monthly Check Report (PDF)



NORTHWEST FIRE DISTRICT AZ

Monthly Board Rept Fund Balance

As Of 02/29/2016

Fund	Beginning Balance	Total Revenues	Total Expenses	Ending Balance
100 - GENERAL FUND	0.00	23,040,432.56	18,524,517.32	4,515,915.24
110 - MEDICAL SELF INSURANCE	0.00	5,283,993.47	2,962,660.83	2,321,332.64
200 - WILDLAND FUND	0.00	648,552.99	224,345.69	424,207.30
250 - AMBULANCE FUND	0.00	238,651.10	290,985.19	-52,334.09
400 - CAPITAL PROJECTS	0.00	3,016,180.64	1,327,969.15	1,688,211.49
410 - CAPITAL IMPROVEMENTS	0.00	0.00	0.00	0.00
450 - CAPITAL RESERVE	0.00	2,093,618.00	886,125.00	1,207,493.00
480 - GRANT PROGRAM	0.00	1,622,140.57	565,278.37	1,056,862.20
500 - GO DEBT SERVICE	0.00	2,871,759.22	1,401,446.85	1,470,312.37
800 - GENERAL FIXED ASSETS	0.00	0.00	0.00	0.00
999 - POOLED CASH	0.00	0.00	0.00	0.00
Report Total:	0.00	38,815,328.55	26,183,328.40	12,632,000.15

Attachment: Feb 2016 Monthly Board Rept Fund Balance (FR-2016-4 : Financial Reports)



NORTHWEST FIRE DISTRICT AZ

Monthly Budget Report

Account Summa

For Fiscal: 2015-2016 Period Ending: 02/29/2016

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Per Remai
Fund: 100 - GENERAL FUND							
Revenue							
FinancialRpt: 2 - Community Safety							
Department: 2100 - PREVENTION & SAFETY							
100-2100-42330-000	Prevention Service Fees	0.00	0.00	0.00	4,780.20	4,780.20	0.00
100-2100-42335-000	Prevention Review Fees	110,000.00	110,000.00	31,459.95	186,887.83	76,887.83	169.95
Department: 2100 - PREVENTION & SAFETY Total:		110,000.00	110,000.00	31,459.95	191,668.03	81,668.03	74.95
Department: 2300 - BEHAVIORAL HLTH/COMM SVC							
100-2300-45000-000	Donations & Contributions	0.00	0.00	-95.06	149.94	149.94	0.00
Department: 2300 - BEHAVIORAL HLTH/COMM SVC Total:		0.00	0.00	-95.06	149.94	149.94	0.00
FinancialRpt: 2 - Community Safety Total:		110,000.00	110,000.00	31,364.89	191,817.97	81,817.97	74.95
FinancialRpt: 3 - Operational							
Department: 3100 - TRAINING							
100-3100-42700-000	Facility Use Revenue	15,000.00	15,000.00	870.00	10,645.00	-4,355.00	29.00
100-3100-44100-000	Training Revenue	0.00	0.00	65.00	2,887.50	2,887.50	0.00
100-3100-44150-000	Mobile Burn Simulator Revenue	9,000.00	9,000.00	0.00	0.00	-9,000.00	100.00
Department: 3100 - TRAINING Total:		24,000.00	24,000.00	935.00	13,532.50	-10,467.50	43.00
Department: 3400 - EMS							
100-3400-42350-000	EMS Standby Revenue	0.00	0.00	0.00	3,920.74	3,920.74	0.00
100-3400-42355-000	EMS Ride-A-Long Fees	0.00	0.00	0.00	1,360.80	1,360.80	0.00
Department: 3400 - EMS Total:		0.00	0.00	0.00	5,281.54	5,281.54	0.00
FinancialRpt: 3 - Operational Total:		24,000.00	24,000.00	935.00	18,814.04	-5,185.96	21.00
FinancialRpt: 9 - Undesignated							
Department: 9000 - NON-DEPARTMENTAL							
100-9000-40000-000	Beginning Fund Balance	7,500,000.00	7,500,000.00	0.00	6,396,199.43	-1,103,800.57	14.00
100-9000-41100-000	Property Taxes-CY	25,924,140.00	25,924,140.00	835,946.24	14,971,211.07	-10,952,928.93	42.00
100-9000-41150-000	Property Taxes-PY	350,000.00	350,000.00	42,538.32	510,290.41	160,290.41	145.00
100-9000-41200-000	FDAT-CY	390,000.00	390,000.00	13,335.75	231,638.16	-158,361.84	40.00
100-9000-41250-000	FDAT-PY	0.00	0.00	890.58	9,643.24	9,643.24	0.00
100-9000-42310-000	Fire Protection Fees	10,000.00	10,000.00	0.00	10,042.42	42.42	100.00
100-9000-42360-000	Technology Maint Revenue	27,000.00	27,000.00	2,524.54	16,596.32	-10,403.68	38.00
100-9000-42390-000	Dispatch Revenue	850,000.00	850,000.00	55,087.19	410,595.14	-439,404.86	51.00
100-9000-42600-000	Rents And Leases	0.00	0.00	3,750.00	39,000.00	39,000.00	0.00
100-9000-43100-000	Investment Revenue	50,000.00	50,000.00	47.83	37,231.94	-12,768.06	25.00
100-9000-46000-000	Miscellaneous Revenue	2,500.00	2,500.00	103.33	867.46	-1,632.54	65.00
100-9000-46100-000	State Insurance Program	275,000.00	275,000.00	21,723.34	196,484.96	-78,515.04	28.00
Department: 9000 - NON-DEPARTMENTAL Total:		35,378,640.00	35,378,640.00	975,947.12	22,829,800.55	-12,548,839.45	35.00
FinancialRpt: 9 - Undesignated Total:		35,378,640.00	35,378,640.00	975,947.12	22,829,800.55	-12,548,839.45	35.00
Revenue Total:		35,512,640.00	35,512,640.00	1,008,247.01	23,040,432.56	-12,472,207.44	35.00

Expense

FinancialRpt: 1 - Administrative Costs

Department: 1200 - FIRE CHIEF

100-1200-51110-000	Salaries	150,500.00	150,500.00	11,924.24	100,520.31	49,979.69	33.00
100-1200-51190-000	PTO Paid Out	2,634.00	2,634.00	0.00	0.00	2,634.00	100.00
100-1200-51195-000	PTO Reserve Fund	1,129.00	1,129.00	0.00	0.00	1,129.00	100.00
100-1200-51211-000	Medical Insurance	10,583.00	10,583.00	881.91	7,055.33	3,527.67	33.00
100-1200-51212-000	Dental Insurance	457.00	457.00	38.09	304.67	152.33	33.00
100-1200-51213-000	Vision Insurance	96.00	96.00	8.00	64.00	32.00	33.00
100-1200-51215-000	PSPRS-Cancer Insurance	200.00	200.00	0.00	50.00	150.00	75.00

Attachment: Feb 2016 Monthly Budget Report (FR-2016-4 : Financial Reports)

Monthly Budget Report

For Fiscal: 2015-2016 Period Ending: 02/29/2016

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Per Remain
100-1200-51216-000	Life Insurance	55.00	55.00	4.80	38.40	16.60	30.0
100-1200-51218-000	STD Insurance	542.00	542.00	18.02	144.16	397.84	73.4
100-1200-51231-000	Medicare	2,237.00	2,237.00	172.66	1,455.52	781.48	34.9
100-1200-51250-000	PSPRS	30,958.00	30,958.00	3,412.72	28,764.35	2,193.65	7.0
100-1200-51270-000	Workers Compensation	7,646.00	7,646.00	1,605.86	3,211.72	4,434.28	57.9
100-1200-51280-000	Deferred Compensation	17,277.00	17,277.00	1,335.52	11,256.53	6,020.47	34.8
100-1200-51290-000	PEHP	1,505.00	1,505.00	417.13	799.05	705.95	46.9
100-1200-52110-000	Office Supplies	100.00	100.00	0.00	14.63	85.37	85.9
100-1200-52160-000	Dues, Memberships & Subscripti	1,500.00	1,500.00	0.00	1,550.00	-50.00	-3.3
100-1200-52170-000	Travel & Per Diem	3,000.00	3,000.00	147.50	3,537.38	-537.38	-17.9
100-1200-52177-000	Meals & Entertainment	2,000.00	2,000.00	0.00	606.35	1,393.65	69.6
100-1200-52180-000	Training	5,000.00	5,000.00	0.00	994.00	4,006.00	80.0
100-1200-52196-000	Employee Recognition	1,500.00	1,500.00	0.00	4,095.83	-2,595.83	-173.0
100-1200-52270-000	Organizational Development	3,500.00	3,500.00	0.00	0.00	3,500.00	100.0
100-1200-52310-000	Cell Phones & Pagers	2,200.00	2,200.00	73.01	1,159.72	1,040.28	47.2
Department: 1200 - FIRE CHIEF Total:		244,619.00	244,619.00	20,039.46	165,621.95	78,997.05	32.2

Department: 1220 - FIRE OPERATIONS - ADMIN

100-1220-51110-000	Salaries	245,500.00	245,500.00	18,653.84	156,265.01	89,234.99	36.3
100-1220-51190-000	PTO Paid Out	4,296.00	4,296.00	0.00	0.00	4,296.00	100.0
100-1220-51195-000	PTO Reserve Fund	1,841.00	1,841.00	0.00	0.00	1,841.00	100.0
100-1220-51211-000	Medical Insurance	21,166.00	21,166.00	1,763.84	14,110.67	7,055.33	33.3
100-1220-51212-000	Dental Insurance	914.00	914.00	76.16	609.33	304.67	33.3
100-1220-51213-000	Vision Insurance	192.00	192.00	16.00	128.00	64.00	33.3
100-1220-51215-000	PSPRS-Cancer Insurance	400.00	400.00	0.00	100.00	300.00	75.0
100-1220-51216-000	Life Insurance	110.00	110.00	9.60	76.80	33.20	30.0
100-1220-51218-000	STD Insurance	884.00	884.00	36.04	288.32	595.68	67.3
100-1220-51231-000	Medicare	3,649.00	3,649.00	258.41	2,180.16	1,468.84	40.2
100-1220-51250-000	PSPRS	50,499.00	50,499.00	3,837.11	32,137.26	18,361.74	36.3
100-1220-51270-000	Workers Compensation	13,327.00	13,327.00	2,553.59	4,987.92	8,339.08	62.9
100-1220-51290-000	PEHP	1,600.00	1,600.00	834.26	1,598.10	1.90	0.0
100-1220-52110-000	Office Supplies	100.00	100.00	0.00	108.59	-8.59	-8.9
100-1220-52139-000	Operational Equipment	200.00	200.00	0.00	0.00	200.00	100.0
100-1220-52140-000	Operational Supplies	200.00	200.00	0.00	0.00	200.00	100.0
100-1220-52160-000	Dues, Memberships & Subscripti	1,000.00	1,000.00	0.00	549.26	450.74	45.0
100-1220-52170-000	Travel & Per Diem	5,400.00	5,400.00	136.64	2,656.67	2,743.33	50.8
100-1220-52177-000	Meals & Entertainment	400.00	400.00	0.00	205.00	195.00	48.7
100-1220-52180-000	Training	2,200.00	2,200.00	0.00	1,330.70	869.30	39.5
100-1220-52310-000	Cell Phones & Pagers	2,000.00	2,000.00	155.07	1,046.74	953.26	47.6
100-1220-52360-000	Television	1,000.00	1,000.00	68.18	531.44	468.56	46.8
Department: 1220 - FIRE OPERATIONS - ADMIN Total:		356,878.00	356,878.00	28,398.74	218,909.97	137,968.03	38.0

Department: 1230 - ADMINISTRATIVE SERVICES

100-1230-51120-000	Hourly	134,116.00	134,116.00	8,939.82	71,276.67	62,839.33	46.8
100-1230-51150-000	Overtime-Unscheduled	1,049.00	1,049.00	42.09	146.10	902.90	86.0
100-1230-51190-000	PTO Paid Out	7,061.00	7,061.00	0.00	13,269.78	-6,208.78	-87.9
100-1230-51195-000	PTO Reserve Fund	969.00	969.00	0.00	0.00	969.00	100.0
100-1230-51211-000	Medical Insurance	31,749.00	31,749.00	2,645.75	21,166.00	10,583.00	33.3
100-1230-51212-000	Dental Insurance	1,371.00	1,371.00	114.25	914.00	457.00	33.3
100-1230-51213-000	Vision Insurance	288.00	288.00	24.00	192.00	96.00	33.3
100-1230-51216-000	Life Insurance	165.00	165.00	14.40	110.40	54.60	33.0
100-1230-51218-000	STD Insurance	465.00	465.00	30.66	226.74	238.26	51.2
100-1230-51230-000	Social Security	8,212.00	8,212.00	548.16	5,709.16	2,502.84	30.4
100-1230-51231-000	Medicare	1,921.00	1,921.00	128.20	1,335.19	585.81	30.9
100-1230-51251-000	ASRS	15,285.00	15,285.00	1,030.22	8,189.45	7,095.55	46.4
100-1230-51270-000	Workers Compensation	515.00	515.00	90.83	229.48	285.52	55.4
100-1230-51290-000	PEHP	2,542.00	2,542.00	1,251.39	2,397.15	144.85	5.7
100-1230-52110-000	Office Supplies	3,500.00	3,500.00	273.96	1,265.29	2,234.71	63.8
100-1230-52112-000	Copier Supplies	2,500.00	2,500.00	193.41	1,255.05	1,244.95	49.8
100-1230-52115-000	Fees	3,600.00	3,600.00	0.00	460.00	3,140.00	87.2

Attachment: Feb 2016 Monthly Budget Report (FR-2016-4 : Financial Reports)

Monthly Budget Report

For Fiscal: 2015-2016 Period Ending: 02/29/2016

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Per Remain
100-1230-52120-000	Printing & Duplicating	500.00	500.00	0.00	0.00	500.00	100.0
100-1230-52130-000	Computer Supplies	200.00	200.00	0.00	0.00	200.00	100.0
100-1230-52150-000	Postage & Mailings	8,982.00	8,982.00	1,572.22	8,163.31	818.69	9.1
100-1230-52160-000	Dues, Memberships & Subscripti	1,500.00	1,500.00	0.00	343.00	1,157.00	77.1
100-1230-52170-000	Travel & Per Diem	2,000.00	2,000.00	0.00	729.40	1,270.60	63.5
100-1230-52180-000	Training	2,100.00	2,100.00	0.00	1,981.00	119.00	5.6
100-1230-52195-000	Election Costs	48,000.00	48,000.00	0.00	0.00	48,000.00	100.0
100-1230-52198-000	Books & Periodicals	200.00	200.00	0.00	0.00	200.00	100.0
100-1230-52223-000	Consultants-General	5,000.00	5,000.00	2,000.00	18,500.00	-13,500.00	-270.0
100-1230-52227-000	Contract Labor	3,000.00	3,000.00	0.00	2,718.66	281.34	9.4
100-1230-52230-000	Engineering & Architectural	5,000.00	5,000.00	0.00	0.00	5,000.00	100.0
100-1230-52250-000	Legal Advertising	7,000.00	7,000.00	0.00	1,228.08	5,771.92	82.4
100-1230-52260-000	Legal	80,662.00	80,662.00	4,092.00	21,336.00	59,326.00	73.5
100-1230-52310-000	Cell Phones & Pagers	1,275.00	1,275.00	202.23	460.15	814.85	63.9
100-1230-52320-000	Electric	34,666.00	34,666.00	2,038.33	20,862.98	13,803.02	39.8
100-1230-52340-000	Refuse Removal	1,400.00	1,400.00	111.01	630.67	769.33	54.9
100-1230-52350-000	Telephone	17,322.00	17,322.00	1,486.40	11,528.39	5,793.61	33.4
100-1230-52370-000	Water & Sewer	800.00	800.00	35.06	380.29	419.71	52.4
100-1230-52410-000	Claim Settlement	2,000.00	2,000.00	5,171.78	1,070.86	929.14	46.4
100-1230-52430-000	Gen. Liab. & Auto Insurance	170,000.00	170,000.00	0.00	143,828.00	26,172.00	15.4
100-1230-52540-000	Building Services	306.00	306.00	0.00	225.00	81.00	26.4
100-1230-52542-000	Janitorial Services	3,200.00	3,200.00	0.00	0.00	3,200.00	100.0
100-1230-52560-000	Equipment Services	500.00	500.00	0.00	0.00	500.00	100.0
100-1230-52620-000	Equipment Rental	10,400.00	10,400.00	1,249.96	9,974.01	425.99	4.1
Department: 1230 - ADMINISTRATIVE SERVICES Total:		621,321.00	621,321.00	33,286.13	372,102.26	249,218.74	40.1

Department: 1240 - HUMAN RESOURCES

100-1240-51110-000	Salaries	117,225.00	117,225.00	8,821.16	74,365.78	42,859.22	36.5
100-1240-51120-000	Hourly	136,415.00	136,415.00	11,254.05	94,384.21	42,030.79	30.8
100-1240-51150-000	Overtime-Unscheduled	6,500.00	6,500.00	141.48	2,869.11	3,630.89	55.8
100-1240-51190-000	PTO Paid Out	4,552.00	4,552.00	0.00	0.00	4,552.00	100.0
100-1240-51195-000	PTO Reserve Fund	1,951.00	1,951.00	0.00	0.00	1,951.00	100.0
100-1240-51211-000	Medical Insurance	42,332.00	42,332.00	3,527.66	28,221.33	14,110.67	33.3
100-1240-51212-000	Dental Insurance	1,828.00	1,828.00	152.34	1,218.67	609.33	33.3
100-1240-51213-000	Vision Insurance	384.00	384.00	32.00	256.00	128.00	33.3
100-1240-51216-000	Life Insurance	220.00	220.00	19.20	153.60	66.40	30.2
100-1240-51217-000	AD&D Insurance	11,000.00	11,000.00	0.00	5,388.51	5,611.49	51.0
100-1240-51218-000	STD Insurance	937.00	937.00	56.89	454.51	482.49	51.4
100-1240-51230-000	Social Security	15,920.00	15,920.00	1,208.13	10,121.72	5,798.28	36.4
100-1240-51231-000	Medicare	3,866.00	3,866.00	282.54	2,397.12	1,468.88	37.9
100-1240-51251-000	ASRS	30,771.00	30,771.00	2,318.85	19,677.31	11,093.69	36.0
100-1240-51270-000	Workers Compensation	1,617.00	1,617.00	238.24	460.46	1,156.54	71.5
100-1240-51290-000	PEHP	3,200.00	3,200.00	1,668.52	3,196.20	3.80	0.1
100-1240-52110-000	Office Supplies	2,000.00	2,000.00	0.00	1,576.30	423.70	21.2
100-1240-52110-015	Office Supplies	0.00	0.00	0.00	52.47	-52.47	0.0
100-1240-52120-000	Printing & Duplicating	2,000.00	2,000.00	0.00	581.14	1,418.86	70.9
100-1240-52160-000	Dues, Memberships & Subscripti	3,050.00	3,050.00	149.00	1,514.93	1,535.07	50.5
100-1240-52170-000	Travel & Per Diem	1,500.00	1,500.00	0.00	0.00	1,500.00	100.0
100-1240-52177-000	Meals & Entertainment	0.00	0.00	114.63	1,656.90	-1,656.90	0.0
100-1240-52177-015	Meals & Entertainment	0.00	0.00	0.00	6.76	-6.76	0.0
100-1240-52180-000	Training	4,915.00	4,915.00	0.00	3,115.00	1,800.00	36.6
100-1240-52198-000	Books & Periodicals	1,000.00	1,000.00	0.00	0.00	1,000.00	100.0
100-1240-52235-000	Evaluation Services	14,500.00	14,500.00	0.00	0.00	14,500.00	100.0
100-1240-52240-000	Health Services	25,000.00	25,000.00	0.00	3,868.50	21,131.50	84.5
100-1240-52240-015	Health Services	0.00	0.00	0.00	8,150.00	-8,150.00	0.0
100-1240-52250-000	Legal Advertising	12,000.00	12,000.00	0.00	-314.25	12,314.25	102.6
100-1240-52270-000	Organizational Development	1,050.00	1,050.00	0.00	1,034.54	15.46	1.4
100-1240-52280-000	Recruitment	0.00	0.00	469.84	3,405.02	-3,405.02	0.0
100-1240-52280-015	Recruitment	0.00	0.00	0.00	9,045.28	-9,045.28	0.0

Attachment: Feb 2016 Monthly Budget Report (FR-2016-4 : Financial Reports)

Monthly Budget Report

For Fiscal: 2015-2016 Period Ending: 02/29/2016

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Per Remain
100-1240-52290-000	Testing & Background Services	21,000.00	21,000.00	57.00	977.65	20,022.35	95.3
100-1240-52290-015	Testing & Background Services	0.00	0.00	0.00	4,207.25	-4,207.25	0.0
100-1240-52310-000	Cell Phones & Pagers	1,650.00	1,650.00	128.75	1,038.08	611.92	37.0
100-1240-52540-000	Building Services	350.00	350.00	0.00	225.00	125.00	35.0

Department: 1240 - HUMAN RESOURCES Total: **468,733.00** **468,733.00** **30,640.28** **283,305.10** **185,427.90** **39.1**

Department: 1250 - FINANCE

100-1250-51110-000	Salaries	183,248.00	183,248.00	14,038.46	118,653.87	64,594.13	35.2
100-1250-51120-000	Hourly	145,897.00	145,897.00	11,336.75	94,402.85	51,494.15	35.2
100-1250-51150-000	Overtime-Unscheduled	2,646.00	2,646.00	99.16	442.21	2,203.79	83.2
100-1250-51190-000	PTO Paid Out	5,806.00	5,806.00	0.00	0.00	5,806.00	100.0
100-1250-51195-000	PTO Reserve Fund	2,488.00	2,488.00	0.00	0.00	2,488.00	100.0
100-1250-51211-000	Medical Insurance	52,915.00	52,915.00	4,409.59	35,276.67	17,638.33	33.2
100-1250-51212-000	Dental Insurance	2,285.00	2,285.00	190.41	1,523.33	761.67	33.2
100-1250-51213-000	Vision Insurance	480.00	480.00	40.00	320.00	160.00	33.2
100-1250-51216-000	Life Insurance	275.00	275.00	24.00	189.60	85.40	31.0
100-1250-51218-000	STD Insurance	1,194.00	1,194.00	75.04	597.04	596.96	50.0
100-1250-51230-000	Social Security	21,085.00	21,085.00	1,443.19	12,310.61	8,774.39	41.6
100-1250-51231-000	Medicare	4,931.00	4,931.00	337.52	2,879.09	2,051.91	41.6
100-1250-51251-000	ASRS	39,246.00	39,246.00	2,921.90	24,485.02	14,760.98	37.0
100-1250-51270-000	Workers Compensation	1,200.00	1,200.00	291.55	573.25	626.75	52.0
100-1250-51290-000	PEHP	3,318.00	3,318.00	2,085.65	3,995.25	-677.25	-20.4
100-1250-52110-000	Office Supplies	1,600.00	1,600.00	0.00	855.15	744.85	46.6
100-1250-52115-000	Fees	8,000.00	8,000.00	240.49	9,863.61	-1,863.61	-23.3
100-1250-52120-000	Printing & Duplicating	780.00	780.00	0.00	785.30	-5.30	-0.6
100-1250-52160-000	Dues, Memberships & Subscripti	1,400.00	1,400.00	249.73	1,459.73	-59.73	-4.2
100-1250-52170-000	Travel & Per Diem	3,500.00	3,500.00	218.16	218.16	3,281.84	93.7
100-1250-52177-000	Meals & Entertainment	50.00	50.00	0.00	0.00	50.00	100.0
100-1250-52180-000	Training	2,000.00	2,000.00	70.00	1,225.00	775.00	38.7
100-1250-52198-000	Books & Periodicals	200.00	200.00	0.00	0.00	200.00	100.0
100-1250-52210-000	Accounting & Auditing	20,000.00	20,000.00	667.00	20,342.00	-342.00	-1.7
100-1250-52223-000	Consultants-General	0.00	0.00	0.00	3,000.00	-3,000.00	0.0
100-1250-52310-000	Cell Phones & Pagers	600.00	600.00	25.43	220.29	379.71	63.2

Department: 1250 - FINANCE Total: **505,144.00** **505,144.00** **38,764.03** **333,618.03** **171,525.97** **33.9**

Department: 1280 - COMMUNITY AFFAIRS

100-1280-51110-000	Salaries	83,633.00	83,633.00	6,228.84	52,500.22	31,132.78	37.2
100-1280-51120-000	Hourly	12,000.00	12,000.00	7,652.54	7,652.54	4,347.46	36.2
100-1280-51150-000	Overtime-Unscheduled	7,698.00	7,698.00	653.91	3,898.15	3,799.85	49.3
100-1280-51190-000	PTO Paid Out	1,808.00	1,808.00	0.00	0.00	1,808.00	100.0
100-1280-51195-000	PTO Reserve Fund	775.00	775.00	0.00	0.00	775.00	100.0
100-1280-51211-000	Medical Insurance	10,583.00	10,583.00	881.91	7,055.33	3,527.67	33.2
100-1280-51212-000	Dental Insurance	457.00	457.00	38.09	304.67	152.33	33.2
100-1280-51213-000	Vision Insurance	96.00	96.00	8.00	64.00	32.00	33.2
100-1280-51216-000	Life Insurance	55.00	55.00	10.30	45.40	9.60	17.4
100-1280-51218-000	STD Insurance	372.00	372.00	38.64	170.38	201.62	54.2
100-1280-51230-000	Social Security	6,567.00	6,567.00	358.72	3,192.36	3,374.64	51.3
100-1280-51231-000	Medicare	1,536.00	1,536.00	196.17	904.44	631.56	41.2
100-1280-51250-000	PSPRS	2,469.00	2,469.00	1,708.63	2,375.81	93.19	3.7
100-1280-51251-000	ASRS	10,803.00	10,803.00	714.46	6,021.88	4,781.12	44.2
100-1280-51270-000	Workers Compensation	5,250.00	5,250.00	838.67	1,677.34	3,572.66	68.0
100-1280-51290-000	PEHP	1,033.00	1,033.00	417.13	799.05	233.95	22.6
100-1280-52110-000	Office Supplies	100.00	100.00	0.00	29.70	70.30	70.3
100-1280-52111-000	Photographic Supplies	660.00	660.00	0.00	744.77	-84.77	-12.8
100-1280-52160-000	Dues, Memberships & Subscripti	370.00	370.00	0.00	1,437.34	-1,067.34	-288.4
100-1280-52170-000	Travel & Per Diem	140.00	140.00	0.00	0.00	140.00	100.0
100-1280-52177-000	Meals & Entertainment	520.00	520.00	0.00	166.40	353.60	68.0
100-1280-52180-000	Training	2,325.00	2,325.00	0.00	179.00	2,146.00	92.3
100-1280-52192-000	Public Affairs	53,605.00	53,605.00	170.00	10,087.10	43,517.90	81.2
100-1280-52223-000	Consultants-General	1,400.00	1,400.00	0.00	0.00	1,400.00	100.0

Monthly Budget Report

For Fiscal: 2015-2016 Period Ending: 02/29/2016

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Per Remain
100-1280-52310-000	Cell Phones & Pagers	1,600.00	1,600.00	453.86	2,397.26	-797.26	-49.8
Department: 1280 - COMMUNITY AFFAIRS Total:		205,855.00	205,855.00	20,369.87	101,703.14	104,151.86	50.9
FinancialRpt: 1 - Administrative Costs Total:		2,402,550.00	2,402,550.00	171,498.51	1,475,260.45	927,289.55	38.6

FinancialRpt: 2 - Community Safety

Department: 2100 - PREVENTION & SAFETY

100-2100-51110-000	Salaries	177,546.00	177,546.00	13,851.92	115,895.93	61,650.07	34.7
100-2100-51120-000	Hourly	523,123.00	523,123.00	44,991.24	342,459.88	180,663.12	34.9
100-2100-51140-000	Holiday Pay	0.00	0.00	345.80	2,727.92	-2,727.92	0.0
100-2100-51150-000	Overtime-Unscheduled	31,907.00	31,907.00	118.43	2,467.41	29,439.59	92.7
100-2100-51190-000	PTO Paid Out	12,820.00	12,820.00	0.00	5,130.84	7,689.16	59.9
100-2100-51195-000	PTO Reserve Fund	5,494.00	5,494.00	0.00	0.00	5,494.00	100.0
100-2100-51211-000	Medical Insurance	126,996.00	126,996.00	10,583.00	84,664.00	42,332.00	33.3
100-2100-51212-000	Dental Insurance	5,484.00	5,484.00	457.00	3,656.00	1,828.00	33.3
100-2100-51213-000	Vision Insurance	1,152.00	1,152.00	96.00	768.00	384.00	33.3
100-2100-51215-000	PSPRS-Cancer Insurance	200.00	200.00	0.00	150.00	50.00	25.0
100-2100-51216-000	Life Insurance	660.00	660.00	62.40	468.00	192.00	29.0
100-2100-51218-000	STD Insurance	2,637.00	2,637.00	190.73	1,403.23	1,233.77	46.7
100-2100-51230-000	Social Security	36,244.00	36,244.00	2,611.29	20,071.93	16,172.07	44.6
100-2100-51231-000	Medicare	10,888.00	10,888.00	830.22	6,583.77	4,304.23	39.5
100-2100-51250-000	PSPRS	31,431.00	31,431.00	3,217.36	27,534.05	3,896.95	12.4
100-2100-51251-000	ASRS	67,461.00	67,461.00	4,908.04	36,964.07	30,496.93	45.7
100-2100-51270-000	Workers Compensation	30,306.00	30,306.00	6,963.68	13,646.03	16,659.97	54.9
100-2100-51290-000	PEHP	5,965.00	5,965.00	5,422.69	10,005.73	-4,040.73	-67.7
100-2100-52110-000	Office Supplies	2,000.00	2,000.00	840.15	1,920.91	79.09	3.9
100-2100-52112-000	Copier Supplies	400.00	400.00	-89.60	-15.77	415.77	103.9
100-2100-52120-000	Printing & Duplicating	2,500.00	2,500.00	200.00	839.29	1,660.71	66.4
100-2100-52130-000	Computer Supplies	0.00	0.00	2,008.94	2,008.94	-2,008.94	0.0
100-2100-52139-000	Operational Equipment	1,600.00	1,600.00	683.50	940.59	659.41	41.2
100-2100-52140-000	Operational Supplies	1,600.00	1,600.00	265.52	302.49	1,297.51	81.0
100-2100-52148-000	Small Tools & Instruments	3,100.00	3,100.00	0.00	350.08	2,749.92	88.7
100-2100-52160-000	Dues, Memberships & Subscripti	4,746.00	4,746.00	1,750.00	3,726.50	1,019.50	21.4
100-2100-52170-000	Travel & Per Diem	7,622.00	7,622.00	192.00	10,152.70	-2,530.70	-33.3
100-2100-52177-000	Meals & Entertainment	1,200.00	1,200.00	0.00	510.44	689.56	57.4
100-2100-52180-000	Training	5,460.00	5,460.00	90.00	10,058.57	-4,598.57	-84.7
100-2100-52193-000	Public Education	9,000.00	9,000.00	1,948.50	3,083.34	5,916.66	65.7
100-2100-52196-000	Employee Recognition	0.00	1,000.00	349.69	768.85	231.15	23.1
100-2100-52198-000	Books & Periodicals	1,000.00	1,000.00	110.95	806.38	193.62	19.3
100-2100-52227-000	Contract Labor	14,000.00	14,000.00	0.00	1,450.00	12,550.00	89.6
100-2100-52240-000	Health Services	5,500.00	5,500.00	0.00	0.00	5,500.00	100.0
100-2100-52310-000	Cell Phones & Pagers	3,450.00	3,450.00	577.12	4,866.56	-1,416.56	-41.6
100-2100-52549-000	Hydrant Maintenance	10,000.00	10,000.00	0.00	0.00	10,000.00	100.0
100-2100-52560-000	Equipment Services	4,000.00	3,000.00	0.00	0.00	3,000.00	100.0
100-2100-52620-000	Equipment Rental	6,000.00	6,000.00	276.67	1,867.16	4,132.84	68.8
Department: 2100 - PREVENTION & SAFETY Total:		1,153,492.00	1,153,492.00	103,853.24	718,233.82	435,258.18	37.7

Department: 2250 - HEALTH & SAFETY

100-2250-51150-000	Overtime-Unscheduled	5,891.00	5,891.00	63.18	1,550.26	4,340.74	73.6
100-2250-51190-000	PTO Paid Out	103.00	103.00	0.00	0.00	103.00	100.0
100-2250-51195-000	PTO Reserve Fund	44.00	44.00	0.00	0.00	44.00	100.0
100-2250-51216-000	Life Insurance	0.00	0.00	0.04	0.93	-0.93	0.0
100-2250-51218-000	STD Insurance	21.00	21.00	0.16	3.49	17.51	83.3
100-2250-51231-000	Medicare	88.00	88.00	0.84	21.54	66.46	75.5
100-2250-51250-000	PSPRS	1,212.00	1,212.00	0.00	253.91	958.09	79.0
100-2250-51270-000	Workers Compensation	299.00	299.00	0.00	0.00	299.00	100.0
100-2250-51280-000	Deferred Compensation	0.00	0.00	4.83	24.16	-24.16	0.0
100-2250-51290-000	PEHP	59.00	59.00	0.00	0.00	59.00	100.0
100-2250-52120-000	Printing & Duplicating	300.00	300.00	999.23	999.23	-699.23	-233.0
100-2250-52149-000	Small Fitness Equip & Supplies	3,500.00	3,500.00	0.00	5,658.83	-2,158.83	-61.6

Attachment: Feb 2016 Monthly Budget Report (FR-2016-4 : Financial Reports)

Monthly Budget Report

For Fiscal: 2015-2016 Period Ending: 02/29/2016

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Per Remain
100-2250-52160-000	Dues, Memberships & Subscripti	2,000.00	2,000.00	0.00	1,855.00	145.00	7.2
100-2250-52170-000	Travel & Per Diem	2,500.00	2,500.00	0.00	374.75	2,125.25	85.0
100-2250-52180-000	Training	2,500.00	2,500.00	0.00	2,029.98	470.02	18.8
100-2250-52198-000	Books & Periodicals	300.00	300.00	0.00	80.00	220.00	73.3
100-2250-52223-000	Consultants-General	12,000.00	12,000.00	0.00	0.00	12,000.00	100.0
100-2250-52227-000	Contract Labor	0.00	0.00	1,075.00	6,625.00	-6,625.00	0.0
100-2250-52310-000	Cell Phones & Pagers	1,200.00	1,200.00	0.00	0.00	1,200.00	100.0
100-2250-52550-000	Equipment Supplies	1,500.00	1,500.00	0.00	0.00	1,500.00	100.0
100-2250-54130-000	Furniture & Equipment	12,000.00	12,000.00	0.00	0.00	12,000.00	100.0
Department: 2250 - HEALTH & SAFETY Total:		45,517.00	45,517.00	2,143.28	19,477.08	26,039.92	57.2

Department: 2300 - BEHAVIORAL HLTH/COMM SVC

100-2300-51110-000	Salaries	103,975.00	103,975.00	7,998.08	67,428.39	36,546.61	35.2
100-2300-51120-000	Hourly	12,000.00	12,000.00	0.00	0.00	12,000.00	100.0
100-2300-51130-000	Temporary Or Part-Time	9,248.00	9,248.00	2,278.12	17,028.19	-7,780.19	-84.2
100-2300-51150-000	Overtime-Unscheduled	1,049.00	1,049.00	0.00	0.00	1,049.00	100.0
100-2300-51190-000	PTO Paid Out	2,210.00	2,210.00	0.00	0.00	2,210.00	100.0
100-2300-51195-000	PTO Reserve Fund	947.00	947.00	0.00	0.00	947.00	100.0
100-2300-51211-000	Medical Insurance	10,583.00	10,583.00	881.91	7,055.33	3,527.67	33.3
100-2300-51212-000	Dental Insurance	457.00	457.00	38.09	304.67	152.33	33.3
100-2300-51213-000	Vision Insurance	96.00	96.00	8.00	64.00	32.00	33.3
100-2300-51216-000	Life Insurance	55.00	55.00	4.80	38.40	16.60	30.2
100-2300-51218-000	STD Insurance	421.00	421.00	18.02	144.16	276.84	65.8
100-2300-51230-000	Social Security	8,025.00	8,025.00	623.61	5,139.75	2,885.25	35.9
100-2300-51231-000	Medicare	1,877.00	1,877.00	145.84	1,201.96	675.04	35.9
100-2300-51251-000	ASRS	13,842.00	13,842.00	917.38	7,732.20	6,109.80	44.1
100-2300-51270-000	Workers Compensation	8,000.00	8,000.00	1,792.17	3,522.29	4,477.71	55.9
100-2300-51290-000	PEHP	1,263.00	1,263.00	417.13	799.05	463.95	36.7
100-2300-52110-000	Office Supplies	300.00	300.00	0.00	0.00	300.00	100.0
100-2300-52120-000	Printing & Duplicating	0.00	0.00	0.00	140.10	-140.10	0.0
100-2300-52140-000	Operational Supplies	200.00	200.00	0.00	0.00	200.00	100.0
100-2300-52160-000	Dues, Memberships & Subscripti	125.00	125.00	0.00	0.00	125.00	100.0
100-2300-52170-000	Travel & Per Diem	200.00	200.00	0.00	59.00	141.00	70.5
100-2300-52180-000	Training	300.00	300.00	0.00	252.46	47.54	15.8
100-2300-52198-000	Books & Periodicals	100.00	100.00	0.00	67.00	33.00	33.0
100-2300-52310-000	Cell Phones & Pagers	2,000.00	2,000.00	129.13	1,303.03	696.97	34.8
100-2300-52320-000	Electric	600.00	600.00	0.00	0.00	600.00	100.0
100-2300-52370-000	Water & Sewer	150.00	150.00	0.00	0.00	150.00	100.0
Department: 2300 - BEHAVIORAL HLTH/COMM SVC Total:		178,023.00	178,023.00	15,252.28	112,279.98	65,743.02	36.9

FinancialRpt: 2 - Community Safety Total:

1,377,032.00	1,377,032.00	121,248.80	849,990.88	527,041.12	38.2
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FinancialRpt: 3 - Operational**Department: 3100 - TRAINING**

100-3100-51110-000	Salaries	86,040.00	86,040.00	13,253.48	80,200.76	5,839.24	6.1
100-3100-51120-000	Hourly	108,523.00	108,523.00	8,680.16	71,629.92	36,893.08	34.0
100-3100-51150-000	Overtime-Unscheduled	21,075.00	21,075.00	0.00	0.00	21,075.00	100.0
100-3100-51190-000	PTO Paid Out	3,774.00	3,774.00	0.00	0.00	3,774.00	100.0
100-3100-51195-000	PTO Reserve Fund	1,617.00	1,617.00	0.00	0.00	1,617.00	100.0
100-3100-51211-000	Medical Insurance	31,749.00	31,749.00	2,645.75	21,166.00	10,583.00	33.3
100-3100-51212-000	Dental Insurance	1,371.00	1,371.00	114.25	914.00	457.00	33.3
100-3100-51213-000	Vision Insurance	288.00	288.00	24.00	192.00	96.00	33.3
100-3100-51215-000	PSPRS-Cancer Insurance	400.00	400.00	0.00	100.00	300.00	75.0
100-3100-51216-000	Life Insurance	165.00	165.00	18.48	123.33	41.67	25.2
100-3100-51218-000	STD Insurance	776.00	776.00	63.49	417.03	358.97	46.2
100-3100-51230-000	Social Security	4,426.00	4,426.00	216.82	1,845.89	2,580.11	58.2
100-3100-51231-000	Medicare	3,205.00	3,205.00	299.21	2,088.03	1,116.97	34.8
100-3100-51250-000	PSPRS	30,031.00	30,031.00	3,747.50	24,779.98	5,251.02	17.4
100-3100-51251-000	ASRS	8,238.00	8,238.00	426.16	3,591.92	4,646.08	56.4
100-3100-51270-000	Workers Compensation	10,955.00	10,955.00	5,256.93	9,033.63	1,921.37	17.4

Attachment: Feb 2016 Monthly Budget Report (FR-2016-4 : Financial Reports)

Monthly Budget Report

For Fiscal: 2015-2016 Period Ending: 02/29/2016

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Per Remain
100-3100-51290-000	PEHP	2,156.00	2,156.00	3,337.04	4,482.80	-2,326.80	-107.9
100-3100-52110-000	Office Supplies	3,060.00	3,060.00	213.96	2,021.54	1,038.46	33.9
100-3100-52110-015	Office Supplies	0.00	0.00	0.00	479.91	-479.91	0.0
100-3100-52120-000	Printing & Duplicating	3,650.00	3,650.00	0.00	93.40	3,556.60	97.4
100-3100-52120-015	Printing & Duplicating	0.00	0.00	62.32	62.32	-62.32	0.0
100-3100-52139-000	Operational Equipment	3,250.00	3,250.00	210.00	779.60	2,470.40	76.0
100-3100-52139-015	Operational Equipment	0.00	0.00	463.72	1,404.41	-1,404.41	0.0
100-3100-52140-000	Operational Supplies	0.00	0.00	0.00	1,304.91	-1,304.91	0.0
100-3100-52141-015	Uniforms	0.00	0.00	207.55	8,595.87	-8,595.87	0.0
100-3100-52142-000	Propane Gas	2,500.00	2,500.00	0.00	3,568.11	-1,068.11	-42.7
100-3100-52146-015	Protective Equipment	0.00	0.00	0.00	155.66	-155.66	0.0
100-3100-52150-000	Postage & Mailings	400.00	400.00	0.00	0.00	400.00	100.0
100-3100-52160-000	Dues, Memberships & Subscripti	150.00	150.00	125.00	2,025.93	-1,875.93	-1,250.0
100-3100-52170-000	Travel & Per Diem	10,920.00	10,920.00	0.00	288.00	10,632.00	97.3
100-3100-52171-015	Training Materials	0.00	0.00	0.00	1,200.00	-1,200.00	0.0
100-3100-52173-015	Recruit Issuance	0.00	0.00	28,275.82	34,462.79	-34,462.79	0.0
100-3100-52177-000	Meals & Entertainment	100.00	100.00	0.00	1,931.38	-1,831.38	-1,831.3
100-3100-52180-000	Training	4,900.00	4,900.00	498.00	9,381.00	-4,481.00	-91.4
100-3100-52186-000	Training - Suppression	15,310.00	23,310.00	1,282.02	18,271.03	5,038.97	21.6
100-3100-52187-000	Training - Target Safety	21,535.00	21,535.00	0.00	8,096.00	13,439.00	62.4
100-3100-52191-000	Tuition Reimbursement	33,900.00	33,900.00	1,290.73	16,238.67	17,661.33	52.7
100-3100-52196-000	Employee Recognition	60.00	60.00	0.00	0.00	60.00	100.0
100-3100-52198-000	Books & Periodicals	7,893.00	7,893.00	0.00	192.85	7,700.15	97.5
100-3100-52310-000	Cell Phones & Pagers	2,400.00	2,400.00	236.27	1,211.97	1,188.03	49.5
100-3100-52320-000	Electric	30,600.00	30,600.00	2,104.89	22,104.45	8,495.55	27.7
100-3100-52340-000	Refuse Removal	1,650.00	1,650.00	73.76	656.68	993.32	60.7
100-3100-52370-000	Water & Sewer	8,950.00	8,950.00	1,005.05	7,939.59	1,010.41	11.7
100-3100-52540-000	Building Services	875.00	875.00	0.00	495.00	380.00	43.4
100-3100-52542-000	Janitorial Services	8,500.00	8,500.00	0.00	0.00	8,500.00	100.0
100-3100-52546-000	Facility Use/Maintenance	3,000.00	3,000.00	0.80	228.31	2,771.69	92.3
100-3100-52550-000	Equipment Supplies	370.00	370.00	0.00	0.00	370.00	100.0
100-3100-52565-000	Mobile Burn Simulator	8,500.00	8,500.00	0.00	0.00	8,500.00	100.0
100-3100-52620-000	Equipment Rental	10,800.00	10,800.00	675.24	5,303.26	5,496.74	50.9
Department: 3100 - TRAINING Total:		498,062.00	506,062.00	74,808.40	369,057.93	137,004.07	27.0

Department: 3110 - BATTALION CHIEFS

100-3110-51110-000	Salaries	1,233,049.00	1,233,049.00	90,427.45	839,245.88	393,803.12	31.9
100-3110-51140-000	Holiday Pay	14,702.00	14,702.00	1,538.01	14,311.89	390.11	2.6
100-3110-51190-000	PTO Paid Out	21,836.00	21,836.00	0.00	8,872.96	12,963.04	59.3
100-3110-51195-000	PTO Reserve Fund	9,358.00	9,358.00	0.00	0.00	9,358.00	100.0
100-3110-51211-000	Medical Insurance	137,579.00	137,579.00	11,464.91	91,719.33	45,859.67	33.3
100-3110-51212-000	Dental Insurance	5,941.00	5,941.00	495.09	3,960.67	1,980.33	33.3
100-3110-51213-000	Vision Insurance	1,248.00	1,248.00	104.00	832.00	416.00	33.3
100-3110-51215-000	PSPRS-Cancer Insurance	2,600.00	2,600.00	0.00	750.00	1,850.00	71.7
100-3110-51216-000	Life Insurance	715.00	715.00	55.61	471.03	243.97	34.7
100-3110-51218-000	STD Insurance	4,492.00	4,492.00	208.76	1,766.64	2,725.36	60.6
100-3110-51231-000	Medicare	18,545.00	18,545.00	1,286.34	12,053.95	6,491.05	35.0
100-3110-51250-000	PSPRS	256,662.00	256,662.00	15,373.77	142,814.40	113,847.60	44.3
100-3110-51270-000	Workers Compensation	63,389.00	63,389.00	13,288.19	25,509.05	37,879.95	59.7
100-3110-51280-000	Deferred Compensation	14,268.00	14,268.00	864.38	7,858.45	6,409.55	44.9
100-3110-51290-000	PEHP	12,478.00	12,478.00	4,588.43	8,789.55	3,688.45	29.5
100-3110-52110-000	Office Supplies	500.00	500.00	0.00	16.03	483.97	96.8
100-3110-52140-000	Operational Supplies	400.00	400.00	0.00	32.38	367.62	91.9
100-3110-52160-000	Dues, Memberships & Subscripti	1,000.00	1,000.00	279.00	663.00	337.00	33.7
100-3110-52170-000	Travel & Per Diem	11,000.00	11,000.00	675.20	2,524.73	8,475.27	77.0
100-3110-52177-000	Meals & Entertainment	1,200.00	1,200.00	0.00	94.60	1,105.40	92.1
100-3110-52180-000	Training	2,400.00	2,400.00	0.00	1,363.00	1,037.00	43.2
100-3110-52198-000	Books & Periodicals	0.00	0.00	16.39	16.39	-16.39	0.0
100-3110-52310-000	Cell Phones & Pagers	5,300.00	5,300.00	623.73	6,130.74	-830.74	-15.0

Monthly Budget Report

For Fiscal: 2015-2016 Period Ending: 02/29/2016

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Per Remainder
100-3110-52320-000	Electric	6,000.00	6,000.00	191.46	3,415.75	2,584.25	43.0
Department: 3110 - BATTALION CHIEFS Total:		1,824,662.00	1,824,662.00	141,480.72	1,173,212.42	651,449.58	35.7
Department: 3300 - FIRE/RESCUE SERVICES							
100-3300-51120-000	Hourly	8,411,108.00	8,411,108.00	790,052.02	6,393,854.90	2,017,253.10	23.9
100-3300-51140-000	Holiday Pay	252,569.00	252,569.00	29,698.80	225,727.55	26,841.45	10.0
100-3300-51150-000	Overtime-Unscheduled	757,359.00	757,359.00	151,114.79	1,195,498.53	-438,139.53	-57.8
100-3300-51190-000	PTO Paid Out	195,703.00	195,703.00	0.00	0.00	195,703.00	100.0
100-3300-51195-000	PTO Reserve Fund	83,873.00	83,873.00	0.00	0.00	83,873.00	100.0
100-3300-51211-000	Medical Insurance	1,357,315.00	1,357,315.00	113,109.59	904,876.67	452,438.33	33.3
100-3300-51212-000	Dental Insurance	58,612.00	58,612.00	4,884.34	39,074.67	19,537.33	33.3
100-3300-51213-000	Vision Insurance	12,312.00	12,312.00	1,026.00	8,208.00	4,104.00	33.3
100-3300-51215-000	PSPRS-Cancer Insurance	30,800.00	30,800.00	0.00	8,000.00	22,800.00	74.0
100-3300-51216-000	Life Insurance	8,550.00	8,550.00	777.89	5,814.01	2,735.99	32.0
100-3300-51218-000	STD Insurance	39,949.00	39,949.00	2,679.22	19,952.93	19,996.07	50.0
100-3300-51231-000	Medicare	120,972.00	120,972.00	13,344.33	108,399.79	12,572.21	10.3
100-3300-51250-000	PSPRS	1,927,023.00	1,927,023.00	193,075.47	1,553,881.36	373,141.64	19.3
100-3300-51270-000	Workers Compensation	505,199.00	505,199.00	108,688.27	215,206.58	289,992.42	57.4
100-3300-51280-000	Deferred Compensation	53,651.00	53,651.00	3,131.36	27,753.72	25,897.28	48.2
100-3300-51290-000	PEHP	120,000.00	120,000.00	64,238.02	128,018.66	-8,018.66	-6.0
100-3300-52120-000	Printing & Duplicating	0.00	0.00	0.00	140.10	-140.10	0.0
100-3300-52139-000	Operational Equipment	4,000.00	4,000.00	0.00	435.50	3,564.50	89.1
100-3300-52140-000	Operational Supplies	7,500.00	7,500.00	0.00	0.00	7,500.00	100.0
100-3300-52146-000	Protective Equipment	4,600.00	4,600.00	0.00	0.00	4,600.00	100.0
100-3300-52148-000	Small Tools & Instruments	1,200.00	1,200.00	0.00	0.00	1,200.00	100.0
100-3300-52170-000	Travel & Per Diem	3,000.00	3,000.00	0.00	0.00	3,000.00	100.0
100-3300-52180-000	Training	2,500.00	2,500.00	0.00	2,400.00	100.00	4.0
100-3300-52183-000	Rover Mileage	500.00	500.00	0.00	13.22	486.78	97.3
100-3300-52240-000	Health Services	105,000.00	105,000.00	1,902.30	83,995.80	21,004.20	20.0
100-3300-52310-000	Cell Phones & Pagers	7,300.00	7,300.00	843.51	7,038.61	261.39	3.9
100-3300-52380-000	Hydrant Fees	2,000.00	2,000.00	341.64	1,334.76	665.24	33.3
100-3300-52620-000	Equipment Rental	1,200.00	1,200.00	110.35	891.68	308.32	25.0
100-3330-52320-000	Electric	24,750.00	24,750.00	1,288.37	16,592.18	8,157.82	32.9
100-3330-52330-000	Natural Gas	3,100.00	3,100.00	165.11	1,196.97	1,903.03	61.3
100-3330-52340-000	Refuse Removal	500.00	500.00	0.00	0.00	500.00	100.0
100-3330-52350-000	Telephone	450.00	450.00	32.28	257.64	192.36	42.7
100-3330-52370-000	Water & Sewer	3,300.00	3,300.00	687.23	3,169.49	130.51	3.9
100-3331-52320-000	Electric	15,000.00	15,000.00	1,033.69	13,455.70	1,544.30	10.3
100-3331-52330-000	Natural Gas	3,000.00	3,000.00	458.65	1,545.37	1,454.63	48.4
100-3331-52340-000	Refuse Removal	850.00	850.00	80.82	699.32	150.68	17.0
100-3331-52350-000	Telephone	450.00	450.00	32.28	257.64	192.36	42.7
100-3331-52370-000	Water & Sewer	3,475.00	3,475.00	254.50	2,436.66	1,038.34	29.8
100-3332-52142-000	Propane Gas	150.00	150.00	0.00	71.87	78.13	52.0
100-3332-52320-000	Electric	18,000.00	18,000.00	1,388.24	15,137.51	2,862.49	15.9
100-3332-52340-000	Refuse Removal	660.00	660.00	53.35	472.99	187.01	28.3
100-3332-52350-000	Telephone	450.00	450.00	32.28	257.64	192.36	42.7
100-3332-52370-000	Water & Sewer	2,500.00	2,500.00	154.56	1,616.53	883.47	35.3
100-3333-52320-000	Electric	20,000.00	20,000.00	912.69	13,724.40	6,275.60	31.3
100-3333-52330-000	Natural Gas	2,200.00	2,200.00	421.52	1,317.15	882.85	40.1
100-3333-52340-000	Refuse Removal	850.00	850.00	64.17	550.97	299.03	35.1
100-3333-52350-000	Telephone	450.00	450.00	32.28	257.64	192.36	42.7
100-3333-52370-000	Water & Sewer	4,000.00	4,000.00	427.10	3,694.20	305.80	7.0
100-3334-52142-000	Propane Gas	0.00	0.00	0.00	8.68	-8.68	0.0
100-3334-52320-000	Electric	12,000.00	12,000.00	676.18	9,085.92	2,914.08	24.2
100-3334-52330-000	Natural Gas	2,200.00	2,200.00	248.29	1,066.60	1,133.40	51.5
100-3334-52340-000	Refuse Removal	660.00	660.00	35.74	317.24	342.76	51.9
100-3334-52350-000	Telephone	450.00	450.00	15.49	123.62	326.38	72.5
100-3334-52370-000	Water & Sewer	1,300.00	1,300.00	134.02	1,130.87	169.13	13.0
100-3335-52320-000	Electric	7,500.00	7,500.00	312.82	7,190.00	310.00	4.0

Attachment: Feb 2016 Monthly Budget Report (FR-2016-4 : Financial Reports)

Monthly Budget Report

For Fiscal: 2015-2016 Period Ending: 02/29/2016

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Per Remain
100-3335-52330-000	Natural Gas	1,300.00	1,300.00	287.40	902.63	397.37	30.9
100-3335-52340-000	Refuse Removal	660.00	660.00	59.49	657.63	2.37	0.3
100-3335-52350-000	Telephone	450.00	450.00	32.28	257.64	192.36	42.7
100-3335-52370-000	Water & Sewer	750.00	750.00	90.67	1,112.99	-362.99	-48.4
100-3336-52142-000	Propane Gas	150.00	150.00	0.00	31.50	118.50	79.0
100-3336-52320-000	Electric	18,000.00	18,000.00	871.13	14,003.36	3,996.64	22.2
100-3336-52330-000	Natural Gas	1,200.00	1,200.00	136.79	896.64	303.36	25.2
100-3336-52340-000	Refuse Removal	660.00	660.00	59.12	524.44	135.56	20.9
100-3336-52350-000	Telephone	450.00	450.00	34.12	272.30	177.70	39.4
100-3336-52370-000	Water & Sewer	2,650.00	2,650.00	217.42	2,060.62	589.38	22.2
100-3337-52320-000	Electric	13,500.00	13,500.00	817.89	8,324.61	5,175.39	38.3
100-3337-52330-000	Natural Gas	1,350.00	1,350.00	208.81	1,023.54	326.46	24.2
100-3337-52340-000	Refuse Removal	660.00	660.00	59.49	527.65	132.35	20.0
100-3337-52350-000	Telephone	45.00	45.00	31.89	254.58	-209.58	-465.7
100-3337-52370-000	Water & Sewer	1,650.00	1,650.00	151.97	1,272.27	377.73	22.8
100-3338-52320-000	Electric	19,500.00	19,500.00	1,262.12	15,666.68	3,833.32	19.0
100-3338-52330-000	Natural Gas	1,400.00	1,400.00	130.18	873.17	526.83	37.0
100-3338-52340-000	Refuse Removal	660.00	660.00	71.49	634.49	25.51	3.8
100-3338-52350-000	Telephone	450.00	450.00	34.12	272.30	177.70	39.4
100-3338-52370-000	Water & Sewer	3,500.00	3,500.00	280.88	2,700.03	799.97	22.8
100-3339-52320-000	Electric	12,500.00	12,500.00	1,268.05	10,345.39	2,154.61	17.2
100-3339-52330-000	Natural Gas	1,500.00	1,500.00	309.32	1,274.11	225.89	15.0
100-3339-52340-000	Refuse Removal	660.00	660.00	58.73	521.05	138.95	21.0
100-3339-52350-000	Telephone	450.00	450.00	33.20	265.00	185.00	41.2
100-3339-52370-000	Water & Sewer	2,750.00	2,750.00	183.90	2,030.75	719.25	26.2
Department: 3300 - FIRE/RESCUE SERVICES Total:		14,288,885.00	14,288,885.00	1,494,650.02	11,092,857.21	3,196,027.79	22.3

Department: 3400 - EMS

100-3400-51110-000	Salaries	107,150.00	107,150.00	13,757.44	131,640.17	-24,490.17	-22.8
100-3400-51120-000	Hourly	341,961.00	341,961.00	5,555.06	50,094.39	291,866.61	85.3
100-3400-51140-000	Holiday Pay	5,825.00	5,825.00	288.12	3,526.70	2,298.30	39.4
100-3400-51150-000	Overtime-Unscheduled	75,710.00	75,710.00	3,405.98	81,459.10	-5,749.10	-7.5
100-3400-51190-000	PTO Paid Out	9,286.00	9,286.00	0.00	0.00	9,286.00	100.0
100-3400-51195-000	PTO Reserve Fund	3,980.00	3,980.00	0.00	0.00	3,980.00	100.0
100-3400-51211-000	Medical Insurance	52,915.00	52,915.00	4,409.59	35,276.67	17,638.33	33.3
100-3400-51212-000	Dental Insurance	2,285.00	2,285.00	190.41	1,523.33	761.67	33.3
100-3400-51213-000	Vision Insurance	480.00	480.00	40.00	320.00	160.00	33.3
100-3400-51215-000	PSPRS-Cancer Insurance	1,000.00	1,000.00	0.00	200.00	800.00	80.0
100-3400-51216-000	Life Insurance	275.00	275.00	13.97	167.82	107.18	38.9
100-3400-51218-000	STD Insurance	1,910.00	1,910.00	52.46	627.36	1,282.64	67.2
100-3400-51231-000	Medicare	7,887.00	7,887.00	318.00	3,710.25	4,176.75	52.9
100-3400-51250-000	PSPRS	109,154.00	109,154.00	4,732.45	54,761.08	54,392.92	49.8
100-3400-51270-000	Workers Compensation	26,958.00	26,958.00	9,146.78	19,377.25	7,580.75	28.5
100-3400-51280-000	Deferred Compensation	0.00	0.00	0.00	32.22	-32.22	0.0
100-3400-51290-000	PEHP	5,306.00	5,306.00	3,754.17	6,045.69	-739.69	-13.9
100-3400-52110-000	Office Supplies	500.00	500.00	0.00	161.12	338.88	67.7
100-3400-52120-000	Printing & Duplicating	0.00	0.00	0.00	46.70	-46.70	0.0
100-3400-52139-000	Operational Equipment	5,300.00	5,300.00	0.00	7,078.43	-1,778.43	-33.5
100-3400-52140-000	Operational Supplies	579.00	579.00	0.00	343.59	235.41	40.0
100-3400-52160-000	Dues, Memberships & Subscripti	534.00	534.00	0.00	0.00	534.00	100.0
100-3400-52170-000	Travel & Per Diem	7,000.00	7,000.00	0.00	0.00	7,000.00	100.0
100-3400-52177-000	Meals & Entertainment	150.00	150.00	0.00	0.00	150.00	100.0
100-3400-52180-000	Training	9,168.00	9,168.00	1,045.00	12,930.00	-3,762.00	-41.0
100-3400-52181-000	Training-Paramedic School	0.00	0.00	33,852.25	33,852.25	-33,852.25	0.0
100-3400-52198-000	Books & Periodicals	400.00	400.00	0.00	0.00	400.00	100.0
100-3400-52223-000	Consultants-General	46,974.00	46,974.00	0.00	0.00	46,974.00	100.0
100-3400-52224-000	Exposure Control Program	17,500.00	17,500.00	0.00	0.00	17,500.00	100.0
100-3400-52260-000	Legal	0.00	0.00	571.00	3,189.10	-3,189.10	0.0
100-3400-52310-000	Cell Phones & Pagers	5,280.00	5,280.00	371.82	2,289.40	2,990.60	56.0

Attachment: Feb 2016 Monthly Budget Report (FR-2016-4 : Financial Reports)

Monthly Budget Report

For Fiscal: 2015-2016 Period Ending: 02/29/2016

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Per Remain
100-3400-52320-000	Electric	6,000.00	6,000.00	187.05	2,896.11	3,103.89	51.7
100-3400-52330-000	Natural Gas	600.00	600.00	206.22	614.97	-14.97	-2.5
100-3400-52340-000	Refuse Removal	0.00	0.00	35.75	317.25	-317.25	0.0
100-3400-52350-000	Telephone	0.00	0.00	15.49	123.62	-123.62	0.0
100-3400-52370-000	Water & Sewer	0.00	0.00	134.01	1,130.82	-1,130.82	0.0
100-3400-52550-000	Equipment Supplies	1,000.00	1,000.00	70.37	70.37	929.63	92.9
100-3400-52560-000	Equipment Services	300.00	300.00	0.00	0.00	300.00	100.0
100-3400-52620-000	Equipment Rental	0.00	0.00	275.09	1,995.88	-1,995.88	0.0
Department: 3400 - EMS Total:		853,367.00	853,367.00	82,428.48	455,801.64	397,565.36	46.5
FinancialRpt: 3 - Operational Total:		17,464,976.00	17,472,976.00	1,793,367.62	13,090,929.20	4,382,046.80	25.0

FinancialRpt: 4 - Support Services

Department: 4100 - INFORMATION TECHNOLOGY

100-4100-51110-000	Salaries	163,483.00	163,483.00	5,201.92	47,980.85	115,502.15	70.0
100-4100-51120-000	Hourly	98,547.00	98,547.00	8,493.12	71,754.27	26,792.73	27.0
100-4100-51150-000	Overtime-Unscheduled	0.00	0.00	0.00	1,425.05	-1,425.05	0.0
100-4100-51190-000	PTO Paid Out	4,586.00	4,586.00	0.00	25,028.19	-20,442.19	-445.0
100-4100-51195-000	PTO Reserve Fund	1,965.00	1,965.00	0.00	0.00	1,965.00	100.0
100-4100-51211-000	Medical Insurance	42,332.00	42,332.00	3,527.66	28,221.33	14,110.67	33.0
100-4100-51212-000	Dental Insurance	1,828.00	1,828.00	152.34	1,218.67	609.33	33.0
100-4100-51213-000	Vision Insurance	384.00	384.00	32.00	256.00	128.00	33.0
100-4100-51216-000	Life Insurance	220.00	220.00	14.40	117.60	102.40	46.0
100-4100-51218-000	STD Insurance	943.00	943.00	46.70	382.46	560.54	59.0
100-4100-51230-000	Social Security	16,652.00	16,652.00	794.04	8,678.48	7,973.52	47.0
100-4100-51231-000	Medicare	3,894.00	3,894.00	185.68	2,029.58	1,864.42	47.0
100-4100-51251-000	ASRS	30,994.00	30,994.00	1,570.80	13,893.35	17,100.65	55.0
100-4100-51270-000	Workers Compensation	13,312.00	13,312.00	1,870.59	4,982.02	8,329.98	62.0
100-4100-51290-000	PEHP	2,620.00	2,620.00	1,251.39	2,779.07	-159.07	-6.0
100-4100-52110-000	Office Supplies	400.00	400.00	0.00	0.00	400.00	100.0
100-4100-52130-000	Computer Supplies	65,000.00	65,000.00	7,856.17	104,950.74	-39,950.74	-61.0
100-4100-52139-000	Operational Equipment	0.00	0.00	0.00	141.32	-141.32	0.0
100-4100-52140-000	Operational Supplies	50,000.00	50,000.00	52.94	3,108.50	46,891.50	93.0
100-4100-52160-000	Dues, Memberships & Subscripti	7,250.00	7,250.00	10,890.00	31,880.99	-24,630.99	-339.0
100-4100-52170-000	Travel & Per Diem	1,500.00	1,500.00	0.00	14.75	1,485.25	99.0
100-4100-52180-000	Training	20,000.00	20,000.00	0.00	597.00	19,403.00	97.0
100-4100-52198-000	Books & Periodicals	2,500.00	2,500.00	0.00	0.00	2,500.00	100.0
100-4100-52220-000	Software	167,300.00	167,300.00	51,809.37	263,166.11	-95,866.11	-57.0
100-4100-52223-000	Consultants-General	5,300.00	5,300.00	0.00	0.00	5,300.00	100.0
100-4100-52310-000	Cell Phones & Pagers	6,250.00	6,250.00	-49.86	2,816.04	3,433.96	54.0
100-4100-52320-000	Electric	3,600.00	3,600.00	120.25	1,548.58	2,051.42	56.0
100-4100-52330-000	Natural Gas	300.00	300.00	49.58	212.48	87.52	29.0
100-4100-52350-000	Telephone	22,500.00	22,500.00	2,437.73	17,800.03	4,699.97	20.0
100-4100-52370-000	Water & Sewer	300.00	300.00	16.60	135.85	164.15	54.0
100-4100-52381-000	Radio Parts	7,500.00	7,500.00	234.09	1,114.54	6,385.46	85.0
100-4100-52382-000	Radio Maintenance	15,000.00	15,000.00	143.59	19,397.00	-4,397.00	-29.0
100-4100-52385-000	Transmitter Fees	11,000.00	11,000.00	1,635.76	21,381.51	-10,381.51	-94.0
100-4100-52540-000	Building Services	0.00	0.00	0.00	160.00	-160.00	0.0
100-4100-52560-000	Equipment Services	20,000.00	20,000.00	176.60	5,488.41	14,511.59	72.0
Department: 4100 - INFORMATION TECHNOLOGY Total:		787,460.00	787,460.00	98,513.46	682,660.77	104,799.23	13.0

Department: 4150 - COMMUNICATIONS

100-4150-51110-000	Salaries	60,183.00	60,183.00	4,688.46	38,661.06	21,521.94	35.0
100-4150-51190-000	PTO Paid Out	1,053.00	1,053.00	0.00	0.00	1,053.00	100.0
100-4150-51195-000	PTO Reserve Fund	451.00	451.00	0.00	0.00	451.00	100.0
100-4150-51211-000	Medical Insurance	10,583.00	10,583.00	881.91	7,055.33	3,527.67	33.0
100-4150-51212-000	Dental Insurance	457.00	457.00	38.09	304.67	152.33	33.0
100-4150-51213-000	Vision Insurance	96.00	96.00	8.00	64.00	32.00	33.0
100-4150-51216-000	Life Insurance	55.00	55.00	4.80	38.40	16.60	30.0
100-4150-51218-000	STD Insurance	217.00	217.00	16.00	124.90	92.10	42.0

Attachment: Feb 2016 Monthly Budget Report (FR-2016-4 : Financial Reports)

Monthly Budget Report

For Fiscal: 2015-2016 Period Ending: 02/29/2016

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Per Remain
100-4150-51230-000	Social Security	3,825.00	3,825.00	273.88	2,276.07	1,548.93	40.4
100-4150-51231-000	Medicare	894.00	894.00	64.06	532.30	361.70	40.4
100-4150-51251-000	ASRS	7,119.00	7,119.00	537.76	4,432.59	2,686.41	37.7
100-4150-51270-000	Workers Compensation	3,057.00	3,057.00	618.71	1,227.26	1,829.74	59.8
100-4150-51290-000	PEHP	602.00	602.00	417.13	799.05	-197.05	-32.7
100-4150-52140-000	Operational Supplies	500.00	500.00	0.00	0.00	500.00	100.0
100-4150-52160-000	Dues, Memberships & Subscripti	368.00	368.00	0.00	92.00	276.00	75.0
100-4150-52170-000	Travel & Per Diem	2,500.00	5,500.00	0.00	1,861.23	3,638.77	66.7
100-4150-52177-000	Meals & Entertainment	250.00	250.00	24.25	24.25	225.75	90.3
100-4150-52180-000	Training	6,833.00	3,833.00	0.00	0.00	3,833.00	100.0
100-4150-52198-000	Books & Periodicals	150.00	150.00	0.00	249.00	-99.00	-66.0
100-4150-52310-000	Cell Phones & Pagers	925.00	925.00	36.85	334.55	590.45	63.8
100-4150-52390-000	Dispatch Services	910,038.00	910,038.00	82,281.33	658,250.64	251,787.36	27.6
Department: 4150 - COMMUNICATIONS Total:		1,010,156.00	1,010,156.00	89,891.23	716,327.30	293,828.70	29.0
Department: 4200 - FLEET SERVICES							
100-4200-51110-000	Salaries	76,500.00	76,500.00	5,728.84	48,301.94	28,198.06	36.8
100-4200-51120-000	Hourly	306,843.00	306,843.00	19,570.65	182,495.67	124,347.33	40.9
100-4200-51130-000	Temporary Or Part-Time	9,391.00	9,391.00	541.80	4,805.68	4,585.32	48.8
100-4200-51150-000	Overtime-Unscheduled	5,128.00	5,128.00	100.76	1,615.42	3,512.58	68.9
100-4200-51190-000	PTO Paid Out	6,963.00	6,963.00	0.00	3,347.63	3,615.37	51.9
100-4200-51195-000	PTO Reserve Fund	2,984.00	2,984.00	0.00	0.00	2,984.00	100.0
100-4200-51211-000	Medical Insurance	63,498.00	63,498.00	5,291.50	42,332.00	21,166.00	33.3
100-4200-51212-000	Dental Insurance	2,742.00	2,742.00	228.50	1,828.00	914.00	33.3
100-4200-51213-000	Vision Insurance	576.00	576.00	48.00	384.00	192.00	33.3
100-4200-51216-000	Life Insurance	330.00	330.00	24.00	208.80	121.20	36.3
100-4200-51218-000	STD Insurance	1,398.00	1,398.00	83.68	720.40	677.60	48.4
100-4200-51230-000	Social Security	25,284.00	25,284.00	1,495.01	14,048.61	11,235.39	44.4
100-4200-51231-000	Medicare	5,913.00	5,913.00	353.13	3,324.91	2,588.09	43.7
100-4200-51251-000	ASRS	45,950.00	45,950.00	2,964.11	27,100.20	18,849.80	41.0
100-4200-51270-000	Workers Compensation	20,212.00	20,212.00	3,786.51	7,933.96	12,278.04	60.7
100-4200-51290-000	PEHP	3,885.00	3,885.00	2,919.91	5,593.35	-1,708.35	-43.9
100-4200-52110-000	Office Supplies	0.00	0.00	104.18	122.54	-122.54	0.0
100-4200-52115-000	Fees	0.00	0.00	0.00	31.00	-31.00	0.0
100-4200-52148-000	Small Tools & Instruments	6,500.00	6,500.00	36.86	1,678.91	4,821.09	74.7
100-4200-52160-000	Dues, Memberships & Subscripti	1,500.00	1,500.00	0.00	0.00	1,500.00	100.0
100-4200-52170-000	Travel & Per Diem	7,300.00	7,300.00	459.00	13,851.02	-6,551.02	-89.7
100-4200-52180-000	Training	5,000.00	5,000.00	0.00	2,662.00	2,338.00	46.7
100-4200-52198-000	Books & Periodicals	1,000.00	1,000.00	0.00	267.55	732.45	73.2
100-4200-52310-000	Cell Phones & Pagers	3,200.00	3,200.00	156.87	1,293.42	1,906.58	59.9
100-4200-52320-000	Electric	22,100.00	22,100.00	905.64	12,252.08	9,847.92	44.9
100-4200-52325-000	Environmental Disposal	400.00	400.00	0.00	0.00	400.00	100.0
100-4200-52330-000	Natural Gas	1,500.00	1,500.00	387.61	1,359.01	140.99	9.4
100-4200-52340-000	Refuse Removal	1,200.00	1,200.00	87.41	780.77	419.23	34.9
100-4200-52350-000	Telephone	1,000.00	1,000.00	66.40	530.00	470.00	47.0
100-4200-52360-000	Television	450.00	450.00	46.78	339.24	110.76	24.6
100-4200-52370-000	Water & Sewer	3,000.00	3,000.00	182.85	1,833.44	1,166.56	38.8
100-4200-52511-000	Fuel	260,000.00	260,000.00	161.31	83,396.14	176,603.86	67.9
100-4200-52512-000	Oil, Lubricants, Etc.	12,000.00	12,000.00	972.17	7,910.63	4,089.37	34.0
100-4200-52513-000	Vehicle Parts	125,000.00	125,000.00	8,616.20	108,396.31	16,603.69	13.7
100-4200-52514-000	Tires & Repairs	50,500.00	50,500.00	3,332.38	49,453.51	1,046.49	2.0
100-4200-52515-000	Batteries	16,500.00	16,500.00	1,984.80	10,682.67	5,817.33	35.2
100-4200-52519-000	Shop Supplies	18,000.00	18,000.00	325.55	10,970.95	7,029.05	39.0
100-4200-52520-000	Vehicle Services	110,000.00	110,000.00	12,703.54	100,654.66	9,345.34	8.5
100-4200-52521-000	Ground Ladder Testing	4,000.00	4,000.00	0.00	3,539.60	460.40	11.5
100-4200-52522-000	Aerial Ladder Testing	2,000.00	2,000.00	0.00	1,790.00	210.00	10.5
100-4200-52540-000	Building Services	0.00	0.00	0.00	225.00	-225.00	0.0
100-4200-52560-000	Equipment Services	5,500.00	5,500.00	1,850.76	8,785.12	-3,285.12	-59.7
Department: 4200 - FLEET SERVICES Total:		1,235,247.00	1,235,247.00	75,516.71	766,846.14	468,400.86	37.9

Attachment: Feb 2016 Monthly Budget Report (FR-2016-4 : Financial Reports)

Monthly Budget Report

For Fiscal: 2015-2016 Period Ending: 02/29/2016

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Per Remai
Department: 4230 - FACILITY MAINTENANCE							
100-4230-51120-000	Hourly	43,572.00	43,572.00	1,941.04	32,058.77	11,513.23	26.4
100-4230-51150-000	Overtime-Unscheduled	911.00	911.00	0.00	94.04	816.96	89.0
100-4230-51190-000	PTO Paid Out	778.00	778.00	0.00	0.00	778.00	100.0
100-4230-51195-000	PTO Reserve Fund	334.00	334.00	0.00	0.00	334.00	100.0
100-4230-51211-000	Medical Insurance	10,583.00	10,583.00	881.91	7,055.33	3,527.67	33.3
100-4230-51212-000	Dental Insurance	457.00	457.00	38.09	304.67	152.33	33.3
100-4230-51213-000	Vision Insurance	96.00	96.00	8.00	64.00	32.00	33.3
100-4230-51216-000	Life Insurance	55.00	55.00	4.80	38.40	16.60	30.0
100-4230-51218-000	STD Insurance	160.00	160.00	6.62	103.65	56.35	35.2
100-4230-51230-000	Social Security	2,824.00	2,824.00	95.44	1,848.07	975.93	34.2
100-4230-51231-000	Medicare	661.00	661.00	22.32	432.22	228.78	34.6
100-4230-51251-000	ASRS	5,262.00	5,262.00	181.68	3,008.00	2,254.00	42.8
100-4230-51270-000	Workers Compensation	1,905.00	1,905.00	557.03	1,106.76	798.24	41.9
100-4230-51290-000	PEHP	800.00	800.00	417.13	799.05	0.95	0.0
100-4230-52148-000	Small Tools & Instruments	2,000.00	2,000.00	0.00	1,072.32	927.68	46.3
100-4230-52160-000	Dues, Memberships & Subscripti	500.00	500.00	0.00	0.00	500.00	100.0
100-4230-52170-000	Travel & Per Diem	0.00	0.00	0.00	22.10	-22.10	0.0
100-4230-52223-000	Consultants-General	15,000.00	15,000.00	0.00	0.00	15,000.00	100.0
100-4230-52310-000	Cell Phones & Pagers	800.00	800.00	55.43	442.72	357.28	44.6
100-4230-52320-000	Electric	2,000.00	2,000.00	120.25	1,548.62	451.38	22.5
100-4230-52330-000	Natural Gas	300.00	300.00	16.52	70.85	229.15	76.3
100-4230-52350-000	Telephone	120.00	120.00	3.32	26.50	93.50	77.9
100-4230-52370-000	Water & Sewer	1,000.00	1,000.00	5.53	67.34	932.66	93.2
100-4230-52530-000	Building Supplies	25,000.00	25,000.00	1,649.79	10,153.22	14,846.78	59.3
100-4230-52540-000	Building Services	135,000.00	135,000.00	1,613.15	82,224.11	52,775.89	39.0
100-4230-52541-000	Pest Control	7,500.00	7,500.00	960.00	5,505.00	1,995.00	26.6
100-4230-52542-000	Janitorial Services	11,000.00	11,000.00	2,205.00	9,645.00	1,355.00	12.3
100-4230-52543-000	Emergency Bldg. Maint.	45,000.00	45,000.00	527.85	9,396.81	35,603.19	79.2
100-4230-52544-000	Preventive Maintenance	100,000.00	100,000.00	20,981.81	180,786.66	-80,786.66	-80.7
100-4230-52545-000	Furnishings & Appliances	20,000.00	20,000.00	525.59	9,023.77	10,976.23	54.8
100-4230-52545-058	Furnishings & Appliances	0.00	0.00	0.00	208.91	-208.91	0.0
100-4230-52560-000	Equipment Services	10,000.00	10,000.00	633.60	7,016.16	2,983.84	29.8
100-4230-52563-000	Fire Sprinkler Insp/Maint	0.00	0.00	1,199.20	1,199.20	-1,199.20	0.0
100-4230-52620-000	Equipment Rental	2,500.00	2,500.00	188.06	1,520.28	979.72	39.2
Department: 4230 - FACILITY MAINTENANCE Total:		446,118.00	446,118.00	34,839.16	366,842.53	79,275.47	17.7
Department: 4260 - WAREHOUSE							
100-4260-51110-000	Salaries	0.00	0.00	0.00	4.00	-4.00	0.0
100-4260-51120-000	Hourly	103,385.00	103,385.00	7,432.80	60,951.87	42,433.13	41.0
100-4260-51130-000	Temporary Or Part-Time	28,174.00	28,174.00	2,689.56	28,467.20	-293.20	-1.0
100-4260-51150-000	Overtime-Unscheduled	1,140.00	1,140.00	0.00	57.30	1,082.70	94.9
100-4260-51190-000	PTO Paid Out	2,322.00	2,322.00	0.00	0.00	2,322.00	100.0
100-4260-51195-000	PTO Reserve Fund	995.00	995.00	0.00	0.00	995.00	100.0
100-4260-51211-000	Medical Insurance	21,166.00	21,166.00	1,763.84	14,110.67	7,055.33	33.3
100-4260-51212-000	Dental Insurance	914.00	914.00	76.16	609.33	304.67	33.3
100-4260-51213-000	Vision Insurance	192.00	192.00	16.00	128.00	64.00	33.3
100-4260-51216-000	Life Insurance	110.00	110.00	9.60	81.60	28.40	25.8
100-4260-51218-000	STD Insurance	306.00	306.00	25.20	212.28	93.72	30.6
100-4260-51230-000	Social Security	8,433.00	8,433.00	590.07	5,387.82	3,045.18	36.2
100-4260-51231-000	Medicare	1,972.00	1,972.00	138.00	1,260.15	711.85	36.2
100-4260-51251-000	ASRS	15,696.00	15,696.00	1,161.04	9,522.50	6,173.50	39.2
100-4260-51270-000	Workers Compensation	6,741.00	6,741.00	2,519.47	5,259.51	1,481.49	21.9
100-4260-51290-000	PEHP	3,200.00	3,200.00	2,085.65	3,995.25	-795.25	-24.8
100-4260-52110-000	Office Supplies	7,600.00	7,600.00	169.45	2,216.59	5,383.41	70.8
100-4260-52120-000	Printing & Duplicating	2,000.00	2,000.00	0.00	973.23	1,026.77	51.3
100-4260-52130-000	Computer Supplies	3,000.00	3,000.00	0.00	0.00	3,000.00	100.0
100-4260-52139-000	Operational Equipment	40,000.00	40,000.00	549.60	11,746.26	28,253.74	70.6
100-4260-52140-000	Operational Supplies	30,000.00	30,000.00	3,434.47	4,479.98	25,520.02	85.0

Attachment: Feb 2016 Monthly Budget Report (FR-2016-4 : Financial Reports)

Monthly Budget Report

For Fiscal: 2015-2016 Period Ending: 02/29/2016

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Per Remain
100-4260-52141-000	Uniforms	93,490.00	93,490.00	10,829.98	75,640.22	17,849.78	19.0
100-4260-52143-000	Station Supplies	15,000.00	15,000.00	1,292.28	3,794.72	11,205.28	74.7
100-4260-52144-000	Medical Supplies	90,000.00	90,000.00	16,399.75	167,986.09	-77,986.09	-86.6
100-4260-52145-000	Consumable Rehab Goods	5,000.00	5,000.00	201.72	578.30	4,421.70	88.4
100-4260-52146-000	Protective Equipment	130,000.00	130,000.00	2,295.80	88,547.14	41,452.86	31.8
100-4260-52146-015	Protective Equipment	0.00	0.00	0.00	5,890.67	-5,890.67	0.0
100-4260-52160-000	Dues, Memberships & Subscripti	600.00	600.00	119.46	119.46	480.54	80.0
100-4260-52170-000	Travel & Per Diem	1,000.00	1,000.00	0.00	0.00	1,000.00	100.0
100-4260-52180-000	Training	2,000.00	2,000.00	0.00	478.00	1,522.00	76.1
100-4260-52196-000	Employee Recognition	0.00	0.00	289.87	3,211.55	-3,211.55	0.0
100-4260-52227-000	Contract Labor	23,000.00	23,000.00	0.00	21,884.82	1,115.18	4.8
100-4260-52310-000	Cell Phones & Pagers	2,000.00	2,000.00	101.44	877.82	1,122.18	56.1
100-4260-52320-000	Electric	3,500.00	3,500.00	188.96	2,433.52	1,066.48	30.4
100-4260-52325-000	Environmental Disposal	500.00	500.00	135.00	702.50	-202.50	-40.5
100-4260-52330-000	Natural Gas	1,500.00	1,500.00	99.15	424.98	1,075.02	71.6
100-4260-52340-000	Refuse Removal	1,000.00	1,000.00	103.10	796.46	203.54	20.3
100-4260-52350-000	Telephone	240.00	240.00	19.92	159.00	81.00	33.3
100-4260-52370-000	Water & Sewer	3,000.00	3,000.00	88.54	812.73	2,187.27	72.9
100-4260-52515-000	Batteries	6,000.00	6,000.00	1,028.22	2,652.18	3,347.82	55.8
100-4260-52535-000	Janitorial Supplies	30,000.00	30,000.00	2,712.77	16,715.14	13,284.86	44.3
100-4260-52551-000	SCBA Supplies	10,000.00	10,000.00	1,380.32	5,128.54	4,871.46	48.7
100-4260-52552-000	SCBA Services	12,000.00	12,000.00	485.11	890.71	11,109.29	92.5
100-4260-52560-000	Equipment Services	35,000.00	35,000.00	0.00	25,630.24	9,369.76	26.7
100-4260-52562-000	Fire Extinguisher Insp/Maint	1,000.00	1,000.00	336.30	841.72	158.28	15.8
100-4260-52620-000	Equipment Rental	5,000.00	5,000.00	0.00	0.00	5,000.00	100.0
Department: 4260 - WAREHOUSE Total:		748,176.00	748,176.00	60,768.60	575,660.05	172,515.95	23.0
FinancialRpt: 4 - Support Services Total:		4,227,157.00	4,227,157.00	359,529.16	3,108,336.79	1,118,820.21	26.4

FinancialRpt: 9 - Undesignated

Department: 9000 - NON-DEPARTMENTAL

100-9000-58000-000	Interfund Transfers	2,540,925.00	2,540,925.00	0.00	0.00	2,540,925.00	100.0
100-9000-59000-000	Contingency	7,500,000.00	7,500,000.00	0.00	0.00	7,500,000.00	100.0
Department: 9000 - NON-DEPARTMENTAL Total:		10,040,925.00	10,040,925.00	0.00	0.00	10,040,925.00	100.0
FinancialRpt: 9 - Undesignated Total:		10,040,925.00	10,040,925.00	0.00	0.00	10,040,925.00	100.0
Expense Total:		35,512,640.00	35,520,640.00	2,445,644.09	18,524,517.32	16,996,122.68	47.8
Fund: 100 - GENERAL FUND Surplus (Deficit):		0.00	-8,000.00	-1,437,397.08	4,515,915.24	4,523,915.24	56,548.9

Fund: 110 - MEDICAL SELF INSURANCE

Revenue

FinancialRpt: 9 - Undesignated

Department: 9000 - NON-DEPARTMENTAL

110-9000-40000-000	Beginning Fund Balance	1,000,000.00	1,000,000.00	0.00	1,904,439.04	904,439.04	190.4
110-9000-42400-000	Medical Self Ins Billings	3,250,000.00	3,250,000.00	194,043.73	1,552,350.01	-1,697,649.99	52.7
110-9000-42401-000	Dental Self Ins Billings	0.00	0.00	8,514.84	59,848.76	59,848.76	0.0
110-9000-42402-000	Vision Self Ins Billings	0.00	0.00	1,793.09	14,344.67	14,344.67	0.0
110-9000-42410-000	Employee Medical Withholdings	0.00	0.00	226,585.14	1,718,544.22	1,718,544.22	0.0
110-9000-42411-000	Employee Dental Withholdings	0.00	0.00	458.09	6,100.07	6,100.07	0.0
110-9000-42412-000	Employee Vision Withholdings	0.00	0.00	3,653.77	28,366.70	28,366.70	0.0
Department: 9000 - NON-DEPARTMENTAL Total:		4,250,000.00	4,250,000.00	435,048.66	5,283,993.47	1,033,993.47	24.3
FinancialRpt: 9 - Undesignated Total:		4,250,000.00	4,250,000.00	435,048.66	5,283,993.47	1,033,993.47	24.3
Revenue Total:		4,250,000.00	4,250,000.00	435,048.66	5,283,993.47	1,033,993.47	24.3

Expense

FinancialRpt: 9 - Undesignated

Department: 9000 - NON-DEPARTMENTAL

110-9000-52700-000	Medical Claims	3,250,000.00	3,250,000.00	404,556.54	2,562,061.59	687,938.41	21.5
110-9000-52701-000	Dental Claims	0.00	0.00	7,985.65	52,339.23	-52,339.23	0.0
110-9000-52702-000	Vision Claims	0.00	0.00	1,580.00	9,104.00	-9,104.00	0.0

Monthly Budget Report

For Fiscal: 2015-2016 Period Ending: 02/29/2016

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Per Remainder
110-9000-52703-000	FSA Claims	0.00	0.00	4,650.80	20,843.10	-20,843.10	0.00
110-9000-52710-000	Administrative Fees	0.00	0.00	43,125.10	318,150.34	-318,150.34	0.00
110-9000-52715-000	Fees	0.00	0.00	0.00	162.57	-162.57	0.00
110-9000-59100-000	Ending Fund Balance	1,000,000.00	1,000,000.00	0.00	0.00	1,000,000.00	100.00
Department: 9000 - NON-DEPARTMENTAL Total:		4,250,000.00	4,250,000.00	461,898.09	2,962,660.83	1,287,339.17	30.20
FinancialRpt: 9 - Undesignated Total:		4,250,000.00	4,250,000.00	461,898.09	2,962,660.83	1,287,339.17	30.20
Expense Total:		4,250,000.00	4,250,000.00	461,898.09	2,962,660.83	1,287,339.17	30.20
Fund: 110 - MEDICAL SELF INSURANCE Surplus (Deficit):		0.00	0.00	-26,849.43	2,321,332.64	2,321,332.64	0.00
Fund: 200 - WILDLAND FUND							
Revenue							
FinancialRpt: 3 - Operational							
Department: 3500 - OUT OF DISTRICT WILDLAND							
200-3500-42300-000	State Land Fires	200,000.00	200,000.00	0.00	254,538.79	54,538.79	127.20
Department: 3500 - OUT OF DISTRICT WILDLAND Total:		200,000.00	200,000.00	0.00	254,538.79	54,538.79	27.20
FinancialRpt: 3 - Operational Total:		200,000.00	200,000.00	0.00	254,538.79	54,538.79	27.20
FinancialRpt: 9 - Undesignated							
Department: 9000 - NON-DEPARTMENTAL							
200-9000-40000-000	Beginning Fund Balance	0.00	0.00	0.00	394,014.20	394,014.20	0.00
Department: 9000 - NON-DEPARTMENTAL Total:		0.00	0.00	0.00	394,014.20	394,014.20	0.00
FinancialRpt: 9 - Undesignated Total:		0.00	0.00	0.00	394,014.20	394,014.20	0.00
Revenue Total:		200,000.00	200,000.00	0.00	648,552.99	448,552.99	224.20
Expense							
FinancialRpt: 3 - Operational							
Department: 3500 - OUT OF DISTRICT WILDLAND							
200-3500-51110-000	Salaries	0.00	0.00	0.00	-240.04	240.04	0.00
200-3500-51120-000	Hourly	44,846.00	44,846.00	0.00	0.17	44,845.83	100.00
200-3500-51150-000	Overtime-Unscheduled	61,815.00	61,815.00	490.35	147,364.16	-85,549.16	-138.40
200-3500-51211-000	Medical Insurance	21,178.00	21,178.00	1,764.84	14,118.67	7,059.33	33.30
200-3500-51212-000	Dental Insurance	662.00	662.00	55.16	441.33	220.67	33.30
200-3500-51213-000	Vision Insurance	220.00	220.00	18.34	146.67	73.33	33.30
200-3500-51216-000	Life Insurance	0.00	0.00	0.30	49.77	-49.77	0.00
200-3500-51218-000	STD Insurance	0.00	0.00	1.14	186.76	-186.76	0.00
200-3500-51231-000	Medicare	6,211.00	6,211.00	6.77	2,092.51	4,118.49	66.30
200-3500-51250-000	PSPRS	16,368.00	16,368.00	100.86	28,420.17	-12,052.17	-73.00
200-3500-51280-000	Deferred Compensation	0.00	0.00	0.00	683.10	-683.10	0.00
200-3500-52140-000	Operational Supplies	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00
200-3500-52170-000	Travel & Per Diem	15,000.00	15,000.00	482.75	20,158.02	-5,158.02	-34.30
200-3500-52180-000	Training	15,000.00	15,000.00	195.00	195.00	14,805.00	98.00
200-3500-52228-000	Contract-Aircraft Services	4,700.00	4,700.00	0.00	0.00	4,700.00	100.00
200-3500-52320-000	Electric	0.00	0.00	74.98	1,724.15	-1,724.15	0.00
200-3500-52330-000	Natural Gas	0.00	0.00	46.24	352.92	-352.92	0.00
200-3500-52340-000	Refuse Removal	0.00	0.00	0.00	22.05	-22.05	0.00
200-3500-52350-000	Telephone	0.00	0.00	71.98	577.60	-577.60	0.00
200-3500-52370-000	Water & Sewer	0.00	0.00	180.47	1,472.68	-1,472.68	0.00
200-3500-52450-000	Unemployment Insurance	0.00	0.00	0.00	5,839.42	-5,839.42	0.00
200-3500-52511-000	Fuel	0.00	0.00	0.00	740.58	-740.58	0.00
200-3500-52550-000	Equipment Supplies	4,000.00	4,000.00	0.00	0.00	4,000.00	100.00
Department: 3500 - OUT OF DISTRICT WILDLAND Total:		200,000.00	200,000.00	3,489.18	224,345.69	-24,345.69	-12.20
FinancialRpt: 3 - Operational Total:		200,000.00	200,000.00	3,489.18	224,345.69	-24,345.69	-12.20
Expense Total:		200,000.00	200,000.00	3,489.18	224,345.69	-24,345.69	-12.20
Fund: 200 - WILDLAND FUND Surplus (Deficit):		0.00	0.00	-3,489.18	424,207.30	424,207.30	0.00

Attachment: Feb 2016 Monthly Budget Report (FR-2016-4 : Financial Reports)

Monthly Budget Report

For Fiscal: 2015-2016 Period Ending: 02/29/2016

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Per Remai
Fund: 250 - AMBULANCE FUND							
Revenue							
FinancialRpt: 3 - Operational							
Department: 3400 - EMS							
250-3400-42380-000	Ambulance Billings	3,885,488.00	3,885,488.00	235,068.54	238,651.10	-3,646,836.90	93.8
	Department: 3400 - EMS Total:	3,885,488.00	3,885,488.00	235,068.54	238,651.10	-3,646,836.90	93.8
	FinancialRpt: 3 - Operational Total:	3,885,488.00	3,885,488.00	235,068.54	238,651.10	-3,646,836.90	93.8
	Revenue Total:	3,885,488.00	3,885,488.00	235,068.54	238,651.10	-3,646,836.90	93.8
Expense							
FinancialRpt: 3 - Operational							
Department: 3400 - EMS							
250-3400-51120-000	Hourly	1,763,062.00	1,763,062.00	0.00	0.00	1,763,062.00	100.0
250-3400-51211-000	Medical Insurance	272,720.00	272,720.00	22,726.66	181,813.33	90,906.67	33.3
250-3400-51212-000	Dental Insurance	8,522.00	8,522.00	710.16	5,681.33	2,840.67	33.3
250-3400-51213-000	Vision Insurance	2,841.00	2,841.00	236.75	1,894.00	947.00	33.3
250-3400-51231-000	Medicare	47,856.00	47,856.00	0.00	0.00	47,856.00	100.0
250-3400-51250-000	PSPRS	357,300.00	357,300.00	0.00	0.00	357,300.00	100.0
250-3400-52110-000	Office Supplies	3,336.00	3,336.00	0.00	0.00	3,336.00	100.0
250-3400-52115-000	Fees	2,564.00	2,564.00	417.49	4,421.76	-1,857.76	-72.4
250-3400-52117-000	Bad Debt Expense	588,808.00	588,808.00	0.00	0.00	588,808.00	100.0
250-3400-52118-000	Collection Fees	197,644.00	197,644.00	0.00	0.00	197,644.00	100.0
250-3400-52119-000	Rent Expense	72,000.00	72,000.00	0.00	0.00	72,000.00	100.0
250-3400-52120-000	Printing & Duplicating	1,500.00	1,500.00	0.00	0.00	1,500.00	100.0
250-3400-52140-000	Operational Supplies	63,960.00	63,960.00	0.00	1,772.52	62,187.48	97.2
250-3400-52141-000	Uniforms	12,510.00	12,510.00	0.00	0.00	12,510.00	100.0
250-3400-52150-000	Postage & Mailings	5,046.00	5,046.00	123.46	144.27	4,901.73	97.2
250-3400-52160-000	Dues, Memberships & Subscripti	2,000.00	2,000.00	0.00	1,309.18	690.82	34.5
250-3400-52170-000	Travel & Per Diem	669.00	669.00	0.00	0.00	669.00	100.0
250-3400-52177-000	Meals & Entertainment	2,107.00	2,107.00	0.00	0.00	2,107.00	100.0
250-3400-52180-000	Training	14,832.00	14,832.00	0.00	0.00	14,832.00	100.0
250-3400-52192-000	Public Affairs	829.00	829.00	0.00	0.00	829.00	100.0
250-3400-52210-000	Accounting & Auditing	3,440.00	3,440.00	0.00	0.00	3,440.00	100.0
250-3400-52223-000	Consultants-General	0.00	0.00	0.00	93,948.80	-93,948.80	0.0
250-3400-52227-000	Contract Labor	5,109.00	5,109.00	0.00	0.00	5,109.00	100.0
250-3400-52260-000	Legal	5,926.00	5,926.00	0.00	0.00	5,926.00	100.0
250-3400-52350-000	Telephone	4,200.00	4,200.00	0.00	0.00	4,200.00	100.0
250-3400-52390-000	Dispatch Services	116,424.00	116,424.00	0.00	0.00	116,424.00	100.0
250-3400-52430-000	Gen. Liab. & Auto Insurance	39,431.00	39,431.00	0.00	0.00	39,431.00	100.0
250-3400-52511-000	Fuel	19,877.00	19,877.00	0.00	0.00	19,877.00	100.0
250-3400-52544-000	Preventive Maintenance	56,163.00	56,163.00	0.00	0.00	56,163.00	100.0
250-3400-54140-000	Vehicles	87,640.00	87,640.00	0.00	0.00	87,640.00	100.0
	Department: 3400 - EMS Total:	3,758,316.00	3,758,316.00	24,214.52	290,985.19	3,467,330.81	92.2
	FinancialRpt: 3 - Operational Total:	3,758,316.00	3,758,316.00	24,214.52	290,985.19	3,467,330.81	92.2
FinancialRpt: 9 - Undesignated							
Department: 9000 - NON-DEPARTMENTAL							
250-9000-59000-000	Contingency	127,172.00	127,172.00	0.00	0.00	127,172.00	100.0
	Department: 9000 - NON-DEPARTMENTAL Total:	127,172.00	127,172.00	0.00	0.00	127,172.00	100.0
	FinancialRpt: 9 - Undesignated Total:	127,172.00	127,172.00	0.00	0.00	127,172.00	100.0
	Expense Total:	3,885,488.00	3,885,488.00	24,214.52	290,985.19	3,594,502.81	92.2
	Fund: 250 - AMBULANCE FUND Surplus (Deficit):	0.00	0.00	210,854.02	-52,334.09	-52,334.09	0.0

Fund: 400 - CAPITAL PROJECTS**Revenue****FinancialRpt: 9 - Undesignated****Department: 9000 - NON-DEPARTMENTAL**

400-9000-40000-000	Beginning Fund Balance	500,000.00	500,000.00	0.00	2,086,619.83	1,586,619.83	417.2
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Attachment: Feb 2016 Monthly Budget Report (FR-2016-4 : Financial Reports)

Monthly Budget Report

For Fiscal: 2015-2016 Period Ending: 02/29/2016

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Per Remainder
400-9000-42395-000	Communication Contract R	60,000.00	60,000.00	6,090.44	38,262.64	-21,737.36	36.0
400-9000-46300-000	Gain On Disposition Of Assets	0.00	0.00	-917.27	5,173.17	5,173.17	0.0
400-9000-48000-000	Transfers In	3,427,050.00	3,427,050.00	0.00	886,125.00	-2,540,925.00	74.0
Department: 9000 - NON-DEPARTMENTAL Total:		3,987,050.00	3,987,050.00	5,173.17	3,016,180.64	-970,869.36	24.0
FinancialRpt: 9 - Undesignated Total:		3,987,050.00	3,987,050.00	5,173.17	3,016,180.64	-970,869.36	24.0
Revenue Total:		3,987,050.00	3,987,050.00	5,173.17	3,016,180.64	-970,869.36	24.0
Expense							
FinancialRpt: 3 - Operational							
Department: 3400 - EMS							
400-3400-54130-000	Furniture & Equipment	0.00	0.00	33,342.48	68,381.79	-68,381.79	0.0
Department: 3400 - EMS Total:		0.00	0.00	33,342.48	68,381.79	-68,381.79	0.0
FinancialRpt: 3 - Operational Total:		0.00	0.00	33,342.48	68,381.79	-68,381.79	0.0
FinancialRpt: 4 - Support Services							
Department: 4100 - INFORMATION TECHNOLOGY							
400-4100-54130-000	Furniture & Equipment	0.00	300,000.00	0.00	303,626.96	-3,626.96	-1.0
400-4100-54138-000	Computers & Software	0.00	0.00	26,715.00	138,162.29	-138,162.29	0.0
400-4100-54138-004	Computers & Software	115,000.00	115,000.00	0.00	0.00	115,000.00	100.0
Department: 4100 - INFORMATION TECHNOLOGY Total:		115,000.00	415,000.00	26,715.00	441,789.25	-26,789.25	-6.0
Department: 4200 - FLEET SERVICES							
400-4200-52513-000	Vehicle Parts	0.00	0.00	0.00	6,015.14	-6,015.14	0.0
400-4200-54140-003	Vehicles	1,220,000.00	1,220,000.00	0.00	699,648.57	520,351.43	42.0
Department: 4200 - FLEET SERVICES Total:		1,220,000.00	1,220,000.00	0.00	705,663.71	514,336.29	42.0
Department: 4230 - FACILITY MAINTENANCE							
400-4230-54110-053	Land & Improvements	75,000.00	75,000.00	7,855.00	7,855.00	67,145.00	89.0
400-4230-54110-055	Land & Improvements	225,000.00	225,000.00	0.00	2,975.00	222,025.00	98.0
400-4230-54123-055	Engineering & Architectural	0.00	0.00	0.00	3,297.43	-3,297.43	0.0
400-4230-54130-000	Furniture & Equipment	0.00	0.00	0.00	9,494.00	-9,494.00	0.0
Department: 4230 - FACILITY MAINTENANCE Total:		300,000.00	300,000.00	7,855.00	23,621.43	276,378.57	92.0
Department: 4260 - WAREHOUSE							
400-4260-54130-018	Furniture & Equipment	650,000.00	650,000.00	0.00	0.00	650,000.00	100.0
400-4260-54130-019	Furniture & Equipment	30,000.00	30,000.00	0.00	0.00	30,000.00	100.0
400-4260-54130-028	Furniture & Equipment	100,000.00	100,000.00	0.00	2,016.75	97,983.25	97.0
400-4260-54130-029	Furniture & Equipment	650,000.00	350,000.00	0.00	0.00	350,000.00	100.0
400-4260-54130-031	Furniture & Equipment	787,050.00	787,050.00	0.00	0.00	787,050.00	100.0
400-4260-54130-032	Furniture & Equipment	135,000.00	135,000.00	0.00	86,496.22	48,503.78	35.0
Department: 4260 - WAREHOUSE Total:		2,352,050.00	2,052,050.00	0.00	88,512.97	1,963,537.03	95.0
FinancialRpt: 4 - Support Services Total:		3,987,050.00	3,987,050.00	34,570.00	1,259,587.36	2,727,462.64	68.0
Expense Total:		3,987,050.00	3,987,050.00	67,912.48	1,327,969.15	2,659,080.85	66.0
Fund: 400 - CAPITAL PROJECTS Surplus (Deficit):		0.00	0.00	-62,739.31	1,688,211.49	1,688,211.49	0.0
Fund: 450 - CAPITAL RESERVE							
Revenue							
FinancialRpt: 9 - Undesignated							
Department: 9000 - NON-DEPARTMENTAL							
450-9000-40000-000	Beginning Fund Balance	2,093,618.00	2,093,618.00	0.00	2,093,618.00	0.00	0.0
Department: 9000 - NON-DEPARTMENTAL Total:		2,093,618.00	2,093,618.00	0.00	2,093,618.00	0.00	0.0
FinancialRpt: 9 - Undesignated Total:		2,093,618.00	2,093,618.00	0.00	2,093,618.00	0.00	0.0
Revenue Total:		2,093,618.00	2,093,618.00	0.00	2,093,618.00	0.00	0.0
Expense							
FinancialRpt: 9 - Undesignated							
Department: 9000 - NON-DEPARTMENTAL							
450-9000-58000-000	Interfund Transfers	886,125.00	886,125.00	0.00	886,125.00	0.00	0.0

Attachment: Feb 2016 Monthly Budget Report (FR-2016-4 : Financial Reports)

Monthly Budget Report

For Fiscal: 2015-2016 Period Ending: 02/29/2016

	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Per Remain
450-9000-59100-000 Ending Fund Balance	1,207,493.00	1,207,493.00	0.00	0.00	1,207,493.00	100.0
Department: 9000 - NON-DEPARTMENTAL Total:	2,093,618.00	2,093,618.00	0.00	886,125.00	1,207,493.00	57.0
FinancialRpt: 9 - Undesignated Total:	2,093,618.00	2,093,618.00	0.00	886,125.00	1,207,493.00	57.0
Expense Total:	2,093,618.00	2,093,618.00	0.00	886,125.00	1,207,493.00	57.0
Fund: 450 - CAPITAL RESERVE Surplus (Deficit):	0.00	0.00	0.00	1,207,493.00	1,207,493.00	0.0

Fund: 480 - GRANT PROGRAM

Revenue

FinancialRpt: 2 - Community Safety

Department: 2200 - SPECIAL PROJECTS

480-2200-47000-030 Grant Revenue	0.00	0.00	-76.52	-76.52	-76.52	0.0
480-2200-47000-033 Grant Revenue	0.00	0.00	0.00	7,663.76	7,663.76	0.0
480-2200-47000-117 Grant Revenue	0.00	0.00	0.00	410,351.00	410,351.00	0.0
480-2200-47000-120 Grant Revenue	0.00	0.00	0.00	4,889.01	4,889.01	0.0
Department: 2200 - SPECIAL PROJECTS Total:	0.00	0.00	-76.52	422,827.25	422,827.25	0.0
FinancialRpt: 2 - Community Safety Total:	0.00	0.00	-76.52	422,827.25	422,827.25	0.0

FinancialRpt: 9 - Undesignated

Department: 9000 - NON-DEPARTMENTAL

480-9000-40000-000 Beginning Fund Balance	1,000,000.00	1,000,000.00	0.00	1,199,313.32	199,313.32	119.9
480-9000-47000-000 Grant Revenue	1,500,000.00	1,500,000.00	0.00	0.00	-1,500,000.00	100.0
Department: 9000 - NON-DEPARTMENTAL Total:	2,500,000.00	2,500,000.00	0.00	1,199,313.32	-1,300,686.68	52.0
FinancialRpt: 9 - Undesignated Total:	2,500,000.00	2,500,000.00	0.00	1,199,313.32	-1,300,686.68	52.0
Revenue Total:	2,500,000.00	2,500,000.00	-76.52	1,622,140.57	-877,859.43	35.0

Expense

FinancialRpt: 2 - Community Safety

Department: 2200 - SPECIAL PROJECTS

480-2200-51120-117 Hourly	0.00	84,353.38	45,933.84	378,867.89	-294,514.51	-349.0
480-2200-51140-117 Holiday Pay	0.00	1,912.96	1,957.44	12,224.82	-10,311.86	-539.0
480-2200-51150-117 Overtime-Unscheduled	0.00	11,100.46	0.00	51,257.00	-40,156.54	-361.0
480-2200-51150-120 Overtime-Unscheduled	0.00	1,165.24	0.00	1,165.24	0.00	0.0
480-2200-51211-117 Medical Insurance	0.00	14,935.52	0.00	0.00	14,935.52	100.0
480-2200-51211-120 Medical Insurance	0.00	17.07	0.00	0.00	17.07	100.0
480-2200-51212-117 Dental Insurance	0.00	579.88	0.00	0.00	579.88	100.0
480-2200-51212-120 Dental Insurance	0.00	0.68	0.00	0.00	0.68	100.0
480-2200-51216-117 Life Insurance	0.00	115.20	45.01	424.41	-309.21	-268.4
480-2200-51216-120 Life Insurance	0.00	0.10	0.00	0.10	0.00	0.0
480-2200-51218-117 STD Insurance	0.00	319.52	136.47	1,244.42	-924.90	-289.4
480-2200-51218-120 STD Insurance	0.00	0.39	0.00	0.39	0.00	0.0
480-2200-51231-117 Medicare	0.00	1,361.06	667.31	6,171.97	-4,810.91	-353.4
480-2200-51231-120 Medicare	0.00	16.88	0.00	16.88	0.00	0.0
480-2200-51250-117 PSPRS	0.00	19,992.25	9,851.26	89,838.78	-69,846.53	-349.0
480-2200-51250-120 PSPRS	0.00	239.66	0.00	239.66	0.00	0.0
480-2200-51270-117 Workers Compensation	0.00	0.00	7,435.28	14,153.56	-14,153.56	0.0
480-2200-52139-120 Operational Equipment	0.00	79.00	0.00	79.00	0.00	0.0
480-2200-52170-033 Travel & Per Diem	0.00	0.00	0.00	6,253.76	-6,253.76	0.0
480-2200-52180-033 Training	0.00	0.00	0.00	1,500.00	-1,500.00	0.0
480-2200-52180-120 Training	0.00	0.00	0.00	1,840.49	-1,840.49	0.0
Department: 2200 - SPECIAL PROJECTS Total:	0.00	136,189.25	66,026.61	565,278.37	-429,089.12	-315.0
FinancialRpt: 2 - Community Safety Total:	0.00	136,189.25	66,026.61	565,278.37	-429,089.12	-315.0

Attachment: Feb 2016 Monthly Budget Report (FR-2016-4 : Financial Reports)

Monthly Budget Report

For Fiscal: 2015-2016 Period Ending: 02/29/2016

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Per Remai
FinancialRpt: 9 - Undesignated							
Department: 9000 - NON-DEPARTMENTAL							
480-9000-57000-000	Unfunded Grant Expenses	2,500,000.00	2,363,810.75	0.00	0.00	2,363,810.75	100.0
	Department: 9000 - NON-DEPARTMENTAL Total:	2,500,000.00	2,363,810.75	0.00	0.00	2,363,810.75	100.0
	FinancialRpt: 9 - Undesignated Total:	2,500,000.00	2,363,810.75	0.00	0.00	2,363,810.75	100.0
	Expense Total:	2,500,000.00	2,500,000.00	66,026.61	565,278.37	1,934,721.63	77.3
	Fund: 480 - GRANT PROGRAM Surplus (Deficit):	0.00	0.00	-66,103.13	1,056,862.20	1,056,862.20	0.0
Fund: 500 - GO DEBT SERVICE							
Revenue							
FinancialRpt: 9 - Undesignated							
Department: 9000 - NON-DEPARTMENTAL							
500-9000-40000-000	Beginning Fund Balance	0.00	0.00	0.00	982,236.83	982,236.83	0.0
500-9000-41100-000	Property Taxes-CY	3,033,271.00	3,033,271.00	97,803.74	1,751,589.34	-1,281,681.66	42.3
500-9000-41150-000	Property Taxes-PY	0.00	0.00	5,201.22	62,371.57	62,371.57	0.0
500-9000-43100-000	Investment Revenue	0.00	0.00	0.00	3,037.60	3,037.60	0.0
500-9000-49150-000	Build America Bond Rebate	140,000.00	140,000.00	0.00	72,523.88	-67,476.12	48.3
	Department: 9000 - NON-DEPARTMENTAL Total:	3,173,271.00	3,173,271.00	103,004.96	2,871,759.22	-301,511.78	9.3
	FinancialRpt: 9 - Undesignated Total:	3,173,271.00	3,173,271.00	103,004.96	2,871,759.22	-301,511.78	9.3
	Revenue Total:	3,173,271.00	3,173,271.00	103,004.96	2,871,759.22	-301,511.78	9.3
Expense							
FinancialRpt: 9 - Undesignated							
Department: 9000 - NON-DEPARTMENTAL							
500-9000-52116-000	Bond Administrative Fees	5,000.00	5,000.00	0.00	1,495.00	3,505.00	70.3
500-9000-53021-000	2007 Series A Bond Principal	570,000.00	570,000.00	0.00	570,000.00	0.00	0.0
500-9000-53022-000	2010 Series A Bond Principal	455,000.00	455,000.00	0.00	0.00	455,000.00	100.0
500-9000-53023-000	2014 Series Refunding Bond Principal	805,000.00	805,000.00	0.00	0.00	805,000.00	100.0
500-9000-53121-000	2007 Series A Bond Interest	471,662.00	471,662.00	0.00	471,647.35	14.65	0.0
500-9000-53122-000	2010 Series A Bond Interest	481,859.00	481,859.00	0.00	240,929.50	240,929.50	50.0
500-9000-53123-000	2014 Series Refunding Bond Interest	234,750.00	234,750.00	0.00	117,375.00	117,375.00	50.0
500-9000-59000-000	Contingency	150,000.00	150,000.00	0.00	0.00	150,000.00	100.0
	Department: 9000 - NON-DEPARTMENTAL Total:	3,173,271.00	3,173,271.00	0.00	1,401,446.85	1,771,824.15	55.8
	FinancialRpt: 9 - Undesignated Total:	3,173,271.00	3,173,271.00	0.00	1,401,446.85	1,771,824.15	55.8
	Expense Total:	3,173,271.00	3,173,271.00	0.00	1,401,446.85	1,771,824.15	55.8
	Fund: 500 - GO DEBT SERVICE Surplus (Deficit):	0.00	0.00	103,004.96	1,470,312.37	1,470,312.37	0.0
	Report Surplus (Deficit):	0.00	-8,000.00	-1,282,719.15	12,632,000.15	12,640,000.15	58,000.0

Attachment: Feb 2016 Monthly Budget Report (FR-2016-4 : Financial Reports)

Monthly Budget Report

For Fiscal: 2015-2016 Period Ending: 02/29/2016

Group Summa

Departmen...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Per Remai
Fund: 100 - GENERAL FUND						
Revenue						
FinancialRpt: 2 - Community Safety						
2100 - PREVENTION & SAFETY	110,000.00	110,000.00	31,459.95	191,668.03	81,668.03	74.1
2300 - BEHAVIORAL HLTH/COMM SVC	0.00	0.00	-95.06	149.94	149.94	0.0
FinancialRpt: 2 - Community Safety Total:	110,000.00	110,000.00	31,364.89	191,817.97	81,817.97	74.1
FinancialRpt: 3 - Operational						
3100 - TRAINING	24,000.00	24,000.00	935.00	13,532.50	-10,467.50	43.6
3400 - EMS	0.00	0.00	0.00	5,281.54	5,281.54	0.0
FinancialRpt: 3 - Operational Total:	24,000.00	24,000.00	935.00	18,814.04	-5,185.96	21.6
FinancialRpt: 9 - Undesignated						
9000 - NON-DEPARTMENTAL	35,378,640.00	35,378,640.00	975,947.12	22,829,800.55	-12,548,839.45	35.4
FinancialRpt: 9 - Undesignated Total:	35,378,640.00	35,378,640.00	975,947.12	22,829,800.55	-12,548,839.45	35.4
Revenue Total:	35,512,640.00	35,512,640.00	1,008,247.01	23,040,432.56	-12,472,207.44	35.1
Expense						
FinancialRpt: 1 - Administrative Costs						
1200 - FIRE CHIEF	244,619.00	244,619.00	20,039.46	165,621.95	78,997.05	32.1
1220 - FIRE OPERATIONS - ADMIN	356,878.00	356,878.00	28,398.74	218,909.97	137,968.03	38.6
1230 - ADMINISTRATIVE SERVICES	621,321.00	621,321.00	33,286.13	372,102.26	249,218.74	40.1
1240 - HUMAN RESOURCES	468,733.00	468,733.00	30,640.28	283,305.10	185,427.90	39.1
1250 - FINANCE	505,144.00	505,144.00	38,764.03	333,618.03	171,525.97	33.9
1280 - COMMUNITY AFFAIRS	205,855.00	205,855.00	20,369.87	101,703.14	104,151.86	50.1
FinancialRpt: 1 - Administrative Costs Total:	2,402,550.00	2,402,550.00	171,498.51	1,475,260.45	927,289.55	38.6
FinancialRpt: 2 - Community Safety						
2100 - PREVENTION & SAFETY	1,153,492.00	1,153,492.00	103,853.24	718,233.82	435,258.18	37.1
2250 - HEALTH & SAFETY	45,517.00	45,517.00	2,143.28	19,477.08	26,039.92	57.1
2300 - BEHAVIORAL HLTH/COMM SVC	178,023.00	178,023.00	15,252.28	112,279.98	65,743.02	36.9
FinancialRpt: 2 - Community Safety Total:	1,377,032.00	1,377,032.00	121,248.80	849,990.88	527,041.12	38.1
FinancialRpt: 3 - Operational						
3100 - TRAINING	498,062.00	506,062.00	74,808.40	369,057.93	137,004.07	27.0
3110 - BATTALION CHIEFS	1,824,662.00	1,824,662.00	141,480.72	1,173,212.42	651,449.58	35.1
3300 - FIRE/RESCUE SERVICES	14,288,885.00	14,288,885.00	1,494,650.02	11,092,857.21	3,196,027.79	22.1
3400 - EMS	853,367.00	853,367.00	82,428.48	455,801.64	397,565.36	46.1
FinancialRpt: 3 - Operational Total:	17,464,976.00	17,472,976.00	1,793,367.62	13,090,929.20	4,382,046.80	25.1
FinancialRpt: 4 - Support Services						
4100 - INFORMATION TECHNOLOGY	787,460.00	787,460.00	98,513.46	682,660.77	104,799.23	13.1
4150 - COMMUNICATIONS	1,010,156.00	1,010,156.00	89,891.23	716,327.30	293,828.70	29.0
4200 - FLEET SERVICES	1,235,247.00	1,235,247.00	75,516.71	766,846.14	468,400.86	37.9
4230 - FACILITY MAINTENANCE	446,118.00	446,118.00	34,839.16	366,842.53	79,275.47	17.1
4260 - WAREHOUSE	748,176.00	748,176.00	60,768.60	575,660.05	172,515.95	23.0
FinancialRpt: 4 - Support Services Total:	4,227,157.00	4,227,157.00	359,529.16	3,108,336.79	1,118,820.21	26.4
FinancialRpt: 9 - Undesignated						
9000 - NON-DEPARTMENTAL	10,040,925.00	10,040,925.00	0.00	0.00	10,040,925.00	100.0
FinancialRpt: 9 - Undesignated Total:	10,040,925.00	10,040,925.00	0.00	0.00	10,040,925.00	100.0
Expense Total:	35,512,640.00	35,520,640.00	2,445,644.09	18,524,517.32	16,996,122.68	47.1
Fund: 100 - GENERAL FUND Surplus (Deficit):	0.00	-8,000.00	-1,437,397.08	4,515,915.24	4,523,915.24	56,548.1
Fund: 110 - MEDICAL SELF INSURANCE						
Revenue						
FinancialRpt: 9 - Undesignated						
9000 - NON-DEPARTMENTAL	4,250,000.00	4,250,000.00	435,048.66	5,283,993.47	1,033,993.47	24.1
FinancialRpt: 9 - Undesignated Total:	4,250,000.00	4,250,000.00	435,048.66	5,283,993.47	1,033,993.47	24.1
Revenue Total:	4,250,000.00	4,250,000.00	435,048.66	5,283,993.47	1,033,993.47	24.1

Attachment: Feb 2016 Monthly Budget Report (FR-2016-4 : Financial Reports)

Monthly Budget Report

For Fiscal: 2015-2016 Period Ending: 02/29/2016

Department...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Per Remai
Expense						
FinancialRpt: 9 - Undesignated						
9000 - NON-DEPARTMENTAL	4,250,000.00	4,250,000.00	461,898.09	2,962,660.83	1,287,339.17	30.2
FinancialRpt: 9 - Undesignated Total:	4,250,000.00	4,250,000.00	461,898.09	2,962,660.83	1,287,339.17	30.2
Expense Total:	4,250,000.00	4,250,000.00	461,898.09	2,962,660.83	1,287,339.17	30.2
Fund: 110 - MEDICAL SELF INSURANCE Surplus (Deficit):	0.00	0.00	-26,849.43	2,321,332.64	2,321,332.64	0.0
Fund: 200 - WILDLAND FUND						
Revenue						
FinancialRpt: 3 - Operational						
3500 - OUT OF DISTRICT WILDLAND	200,000.00	200,000.00	0.00	254,538.79	54,538.79	27.2
FinancialRpt: 3 - Operational Total:	200,000.00	200,000.00	0.00	254,538.79	54,538.79	27.2
FinancialRpt: 9 - Undesignated						
9000 - NON-DEPARTMENTAL	0.00	0.00	0.00	394,014.20	394,014.20	0.0
FinancialRpt: 9 - Undesignated Total:	0.00	0.00	0.00	394,014.20	394,014.20	0.0
Revenue Total:	200,000.00	200,000.00	0.00	648,552.99	448,552.99	224.2
Expense						
FinancialRpt: 3 - Operational						
3500 - OUT OF DISTRICT WILDLAND	200,000.00	200,000.00	3,489.18	224,345.69	-24,345.69	-12.2
FinancialRpt: 3 - Operational Total:	200,000.00	200,000.00	3,489.18	224,345.69	-24,345.69	-12.2
Expense Total:	200,000.00	200,000.00	3,489.18	224,345.69	-24,345.69	-12.2
Fund: 200 - WILDLAND FUND Surplus (Deficit):	0.00	0.00	-3,489.18	424,207.30	424,207.30	0.0
Fund: 250 - AMBULANCE FUND						
Revenue						
FinancialRpt: 3 - Operational						
3400 - EMS	3,885,488.00	3,885,488.00	235,068.54	238,651.10	-3,646,836.90	93.8
FinancialRpt: 3 - Operational Total:	3,885,488.00	3,885,488.00	235,068.54	238,651.10	-3,646,836.90	93.8
Revenue Total:	3,885,488.00	3,885,488.00	235,068.54	238,651.10	-3,646,836.90	93.8
Expense						
FinancialRpt: 3 - Operational						
3400 - EMS	3,758,316.00	3,758,316.00	24,214.52	290,985.19	3,467,330.81	92.2
FinancialRpt: 3 - Operational Total:	3,758,316.00	3,758,316.00	24,214.52	290,985.19	3,467,330.81	92.2
FinancialRpt: 9 - Undesignated						
9000 - NON-DEPARTMENTAL	127,172.00	127,172.00	0.00	0.00	127,172.00	100.0
FinancialRpt: 9 - Undesignated Total:	127,172.00	127,172.00	0.00	0.00	127,172.00	100.0
Expense Total:	3,885,488.00	3,885,488.00	24,214.52	290,985.19	3,594,502.81	92.2
Fund: 250 - AMBULANCE FUND Surplus (Deficit):	0.00	0.00	210,854.02	-52,334.09	-52,334.09	0.0
Fund: 400 - CAPITAL PROJECTS						
Revenue						
FinancialRpt: 9 - Undesignated						
9000 - NON-DEPARTMENTAL	3,987,050.00	3,987,050.00	5,173.17	3,016,180.64	-970,869.36	24.2
FinancialRpt: 9 - Undesignated Total:	3,987,050.00	3,987,050.00	5,173.17	3,016,180.64	-970,869.36	24.2
Revenue Total:	3,987,050.00	3,987,050.00	5,173.17	3,016,180.64	-970,869.36	24.2
Expense						
FinancialRpt: 3 - Operational						
3400 - EMS	0.00	0.00	33,342.48	68,381.79	-68,381.79	0.0
FinancialRpt: 3 - Operational Total:	0.00	0.00	33,342.48	68,381.79	-68,381.79	0.0
FinancialRpt: 4 - Support Services						
4100 - INFORMATION TECHNOLOGY	115,000.00	415,000.00	26,715.00	441,789.25	-26,789.25	-6.4
4200 - FLEET SERVICES	1,220,000.00	1,220,000.00	0.00	705,663.71	514,336.29	42.2
4230 - FACILITY MAINTENANCE	300,000.00	300,000.00	7,855.00	23,621.43	276,378.57	92.2
4260 - WAREHOUSE	2,352,050.00	2,052,050.00	0.00	88,512.97	1,963,537.03	95.8

Attachment: Feb 2016 Monthly Budget Report (FR-2016-4 : Financial Reports)

Monthly Budget Report

For Fiscal: 2015-2016 Period Ending: 02/29/2016

Department...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Per Remai
FinancialRpt: 4 - Support Services Total:	3,987,050.00	3,987,050.00	34,570.00	1,259,587.36	2,727,462.64	68.4
Expense Total:	3,987,050.00	3,987,050.00	67,912.48	1,327,969.15	2,659,080.85	66.6
Fund: 400 - CAPITAL PROJECTS Surplus (Deficit):	0.00	0.00	-62,739.31	1,688,211.49	1,688,211.49	0.0
Fund: 450 - CAPITAL RESERVE						
Revenue						
FinancialRpt: 9 - Undesignated						
9000 - NON-DEPARTMENTAL	2,093,618.00	2,093,618.00	0.00	2,093,618.00	0.00	0.0
FinancialRpt: 9 - Undesignated Total:	2,093,618.00	2,093,618.00	0.00	2,093,618.00	0.00	0.0
Revenue Total:	2,093,618.00	2,093,618.00	0.00	2,093,618.00	0.00	0.0
Expense						
FinancialRpt: 9 - Undesignated						
9000 - NON-DEPARTMENTAL	2,093,618.00	2,093,618.00	0.00	886,125.00	1,207,493.00	57.6
FinancialRpt: 9 - Undesignated Total:	2,093,618.00	2,093,618.00	0.00	886,125.00	1,207,493.00	57.6
Expense Total:	2,093,618.00	2,093,618.00	0.00	886,125.00	1,207,493.00	57.6
Fund: 450 - CAPITAL RESERVE Surplus (Deficit):	0.00	0.00	0.00	1,207,493.00	1,207,493.00	0.0
Fund: 480 - GRANT PROGRAM						
Revenue						
FinancialRpt: 2 - Community Safety						
2200 - SPECIAL PROJECTS	0.00	0.00	-76.52	422,827.25	422,827.25	0.0
FinancialRpt: 2 - Community Safety Total:	0.00	0.00	-76.52	422,827.25	422,827.25	0.0
FinancialRpt: 9 - Undesignated						
9000 - NON-DEPARTMENTAL	2,500,000.00	2,500,000.00	0.00	1,199,313.32	-1,300,686.68	52.0
FinancialRpt: 9 - Undesignated Total:	2,500,000.00	2,500,000.00	0.00	1,199,313.32	-1,300,686.68	52.0
Revenue Total:	2,500,000.00	2,500,000.00	-76.52	1,622,140.57	-877,859.43	35.0
Expense						
FinancialRpt: 2 - Community Safety						
2200 - SPECIAL PROJECTS	0.00	136,189.25	66,026.61	565,278.37	-429,089.12	-315.0
FinancialRpt: 2 - Community Safety Total:	0.00	136,189.25	66,026.61	565,278.37	-429,089.12	-315.0
FinancialRpt: 9 - Undesignated						
9000 - NON-DEPARTMENTAL	2,500,000.00	2,363,810.75	0.00	0.00	2,363,810.75	100.0
FinancialRpt: 9 - Undesignated Total:	2,500,000.00	2,363,810.75	0.00	0.00	2,363,810.75	100.0
Expense Total:	2,500,000.00	2,500,000.00	66,026.61	565,278.37	1,934,721.63	77.0
Fund: 480 - GRANT PROGRAM Surplus (Deficit):	0.00	0.00	-66,103.13	1,056,862.20	1,056,862.20	0.0
Fund: 500 - GO DEBT SERVICE						
Revenue						
FinancialRpt: 9 - Undesignated						
9000 - NON-DEPARTMENTAL	3,173,271.00	3,173,271.00	103,004.96	2,871,759.22	-301,511.78	9.0
FinancialRpt: 9 - Undesignated Total:	3,173,271.00	3,173,271.00	103,004.96	2,871,759.22	-301,511.78	9.0
Revenue Total:	3,173,271.00	3,173,271.00	103,004.96	2,871,759.22	-301,511.78	9.0
Expense						
FinancialRpt: 9 - Undesignated						
9000 - NON-DEPARTMENTAL	3,173,271.00	3,173,271.00	0.00	1,401,446.85	1,771,824.15	55.0
FinancialRpt: 9 - Undesignated Total:	3,173,271.00	3,173,271.00	0.00	1,401,446.85	1,771,824.15	55.0
Expense Total:	3,173,271.00	3,173,271.00	0.00	1,401,446.85	1,771,824.15	55.0
Fund: 500 - GO DEBT SERVICE Surplus (Deficit):	0.00	0.00	103,004.96	1,470,312.37	1,470,312.37	0.0
Report Surplus (Deficit):	0.00	-8,000.00	-1,282,719.15	12,632,000.15	12,640,000.15	58,000.0

Attachment: Feb 2016 Monthly Budget Report (FR-2016-4 : Financial Reports)

Monthly Budget Report

For Fiscal: 2015-2016 Period Ending: 02/29/2016

Fund Summa

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
100 - GENERAL FUND	0.00	-8,000.00	-1,437,397.08	4,515,915.24	4,523,915.24
110 - MEDICAL SELF INSURANCE	0.00	0.00	-26,849.43	2,321,332.64	2,321,332.64
200 - WILDLAND FUND	0.00	0.00	-3,489.18	424,207.30	424,207.30
250 - AMBULANCE FUND	0.00	0.00	210,854.02	-52,334.09	-52,334.09
400 - CAPITAL PROJECTS	0.00	0.00	-62,739.31	1,688,211.49	1,688,211.49
450 - CAPITAL RESERVE	0.00	0.00	0.00	1,207,493.00	1,207,493.00
480 - GRANT PROGRAM	0.00	0.00	-66,103.13	1,056,862.20	1,056,862.20
500 - GO DEBT SERVICE	0.00	0.00	103,004.96	1,470,312.37	1,470,312.37
Report Surplus (Deficit):	0.00	-8,000.00	-1,282,719.15	12,632,000.15	12,640,000.15

Attachment: Feb 2016 Monthly Budget Report (FR-2016-4 : Financial Reports)



Monthly Board Report-Pooled Cash Report

NORTHWEST FIRE DISTRICT AZ

For the Period Ending 2/29/2016

ACCOUNT #	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE	
<u>CLAIM ON CASH</u>					
100-11015-000	Claim on Pooled Cash	5,762,188.41	(1,531,871.76)	4,230,316.65	
110-11015-000	Claim on Pooled Cash	2,348,182.07	(26,849.43)	2,321,332.64	
200-11015-000	Claim on Pooled Cash	276,893.60	(6,661.61)	270,231.99	
250-11015-000	Claim on Pooled Cash	(263,167.30)	210,956.67	(52,210.63)	
400-11015-000	Claim on Pooled Cash	1,963,343.07	(20,624.56)	1,942,718.51	
410-11015-000	Claim on Pooled Cash	0.00	0.00	0.00	
450-11015-000	Claim on Pooled Cash	1,207,493.00	0.00	1,207,493.00	
480-11015-000	Claim on Pooled Cash	1,131,996.58	(56,959.01)	1,075,037.57	
500-11015-000	Claim on Pooled Cash	1,328,411.59	103,004.96	1,431,416.55	
TOTAL CLAIM ON CASH		<u>13,755,341.02</u>	<u>(1,329,004.74)</u>	<u>12,426,336.28</u>	
<u>CASH IN BANK</u>					
Cash in Bank					
999-11000-000	Wells Fargo - Operating Account	992,949.78	197,743.55	1,190,693.33	
999-11020-000	Cash On Deposit With County	10,246,434.04	(1,107,289.11)	9,139,144.93	
999-11030-000	Bond Levy	1,330,286.13	103,004.96	1,433,291.09	
999-11040-000	Bond Proceeds	0.00	0.00	0.00	
999-11041-000	Tax Exempt 2010 Bond Proceeds	0.00	0.00	0.00	
999-11042-000	BABS 2010 Bond Proceeds	0.00	0.00	0.00	
999-11050-000	JP Morgan Chase	0.00	0.00	0.00	
999-11060-000	Wells Fargo Bank-Ins Self Fund	27,681.24	(4,650.80)	23,030.44	
999-11070-000	Valley Schools Empl Ben Trust	752,512.22	(752,512.22)	0.00	
999-11080-000	Wells Fargo-Savings Account	401,349.32	47.83	401,397.15	
999-11090-000	Wells Fargo-Ambulance Account	4,128.29	234,651.05	238,779.34	
999-11135-000	Reserve-Unrealized Gains/Losse	0.00	0.00	0.00	
TOTAL: Cash in Bank		<u>13,755,341.02</u>	<u>(1,329,004.74)</u>	<u>12,426,336.28</u>	
Wages Payable					
999-21110-000	Accrued Salaries & Wages	0.00	0.00	0.00	
TOTAL: Wages Payable		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
TOTAL CASH IN BANK		<u>13,755,341.02</u>	<u>(1,329,004.74)</u>	<u>12,426,336.28</u>	
<u>DUE TO OTHER FUNDS</u>					
999-28000-000	Due to Other Funds	13,755,341.02	(1,329,004.74)	12,426,336.28	
TOTAL DUE TO OTHER FUNDS		<u>13,755,341.02</u>	<u>(1,329,004.74)</u>	<u>12,426,336.28</u>	
Claim on Cash	12,426,336.28	Claim on Cash	12,426,336.28	Cash in Bank	12,426,336.28
Cash in Bank	<u>12,426,336.28</u>	Due To Other Funds	<u>12,426,336.28</u>	Due To Other Funds	<u>12,426,336.28</u>
Difference	<u>0.00</u>	Difference	<u>0.00</u>	Difference	<u>0.00</u>

Attachment: Feb 2016 Monthly Board Report-Pooled Cash Report (FR-2016-4 : Financial Reports)

ACCOUNT #	ACCOUNT NAME	BEGINNING BALANCE	CURRENT ACTIVITY	CURRENT BALANCE	
<u>ACCOUNTS PAYABLE PENDING</u>					
100-21000-000	Accounts Payable	162,570.98	(88,231.24)	74,339.74	
110-21000-000	Accounts Payable	0.00	0.00	0.00	
200-21000-000	Accounts Payable	19,585.55	(3,174.55)	16,411.00	
250-21000-000	Accounts Payable	20.81	102.65	123.46	
400-21000-000	Accounts Payable	212,392.27	42,114.75	254,507.02	
410-21000-000	Accounts Payable	0.00	0.00	0.00	
410-21000-058	Accounts Payable	0.00	0.00	0.00	
480-21000-000	Accounts Payable	561.00	0.00	561.00	
500-21000-000	Accounts Payable	0.00	0.00	0.00	
TOTAL ACCOUNTS PAYABLE PENDING		<u>395,130.61</u>	<u>(49,188.39)</u>	<u>345,942.22</u>	
<u>DUE FROM OTHER FUNDS</u>					
999-18000-000	Due from Other Funds	<u>395,130.61</u>	<u>(49,188.39)</u>	<u>345,942.22</u>	
TOTAL DUE FROM OTHER FUNDS		<u>395,130.61</u>	<u>(49,188.39)</u>	<u>345,942.22</u>	
<u>ACCOUNTS PAYABLE</u>					
999-21000-000	Accounts Payable	<u>395,130.61</u>	<u>(49,188.39)</u>	<u>345,942.22</u>	
TOTAL ACCOUNTS PAYABLE		<u>395,130.61</u>	<u>(49,188.39)</u>	<u>345,942.22</u>	
AP Pending	345,942.22	AP Pending	345,942.22	Due From Other Funds	345,942.22
Due From Other Funds	<u>345,942.22</u>	Accounts Payable	<u>345,942.22</u>	Accounts Payable	<u>345,942.22</u>
Difference	<u>0.00</u>	Difference	<u>0.00</u>	Difference	<u>0.00</u>

NORTHWEST FIRE DISTRICT
COMPARISON OF REVENUE RECEIVED MONTHLY - CURRENT YEAR TO PRIOR YEAR

FDAT														
FISCAL YEAR	LEVY	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	TOTALS
2015-16	\$ 390,000	\$ -	\$ -	\$ 30,825	\$ 83,552	\$ 81,280	\$ 17,994	\$ 5,170	\$ 13,336	\$ -	\$ -	\$ -	\$ -	\$ 232,158
Monthly % of Levy		0.000%	0.000%	7.904%	21.424%	20.841%	4.614%	1.326%	3.419%	0.000%	0.000%	0.000%	0.000%	
YTD % of Levy		0.000%	0.000%	7.904%	29.328%	50.169%	54.783%	56.108%	59.528%	59.528%	59.528%	59.528%	59.528%	59.528%
2014-15	\$ 400,000	\$ -	\$ 34	\$ 32,679	\$ 94,175	\$ 69,188	\$ 18,228	\$ 5,027	\$ 11,276	\$ 19,144	\$ 62,189	\$ 70,381	\$ 2,373	\$ 384,693
Monthly % of Levy		0.000%	0.008%	8.170%	23.544%	17.297%	4.557%	1.257%	2.819%	4.786%	15.547%	17.595%	0.593%	
YTD % of Levy		0.000%	0.008%	8.178%	31.722%	49.019%	53.576%	54.833%	57.652%	62.438%	77.985%	95.580%	96.173%	96.173%
2013-14	\$ 400,000	\$ -	\$ 64	\$ 31,187	\$ 101,871	\$ 61,261	\$ 16,762	\$ 5,707	\$ 11,756	\$ 22,314	\$ 73,150	\$ 53,417	\$ 2,494	\$ 379,983
Monthly % of Levy		0.000%	0.016%	7.797%	25.468%	15.315%	4.190%	1.427%	2.939%	5.578%	18.288%	13.354%	0.623%	
YTD % of Levy		0.000%	0.016%	7.813%	33.280%	48.596%	52.786%	54.213%	57.152%	62.730%	81.018%	94.372%	94.996%	94.996%
2012-13	\$ 400,000	\$ -	\$ -	\$ 22,763	\$ 92,080	\$ 81,558	\$ 16,371	\$ 6,783	\$ 12,458	\$ 16,679	\$ 85,627	\$ 47,326	\$ 3,115	\$ 384,762
Monthly % of Levy		0.000%	0.000%	5.691%	23.020%	20.389%	4.093%	1.696%	3.115%	4.170%	21.407%	11.832%	0.779%	
YTD % of Levy		0.000%	0.000%	5.691%	28.711%	49.100%	53.193%	54.889%	58.003%	62.173%	83.580%	95.412%	96.191%	96.191%
2011-12	\$ 511,971	\$ -	\$ -	\$ 35,208	\$ 76,460	\$ 130,640	\$ 20,887	\$ 9,735	\$ 18,952	\$ 20,561	\$ 95,982	\$ 73,165	\$ 1,594	\$ 483,183
Monthly % of Levy		0.000%	0.000%	6.877%	14.934%	25.517%	4.080%	1.902%	3.702%	4.016%	18.747%	14.291%	0.311%	
YTD % of Levy		0.000%	0.000%	6.877%	21.811%	47.328%	51.408%	53.310%	57.011%	61.027%	79.775%	94.066%	94.377%	94.377%
2010-11	\$ 521,987	\$ -	\$ -	\$ 36,950	\$ 117,904	\$ 94,113	\$ 20,577	\$ 8,333	\$ 16,058	\$ 23,414	\$ 57,521	\$ 115,824	\$ 2,188	\$ 492,882
Monthly % of Levy		0.000%	0.000%	7.079%	22.588%	18.030%	3.942%	1.596%	3.076%	4.486%	11.020%	22.189%	0.419%	
YTD % of Levy		0.000%	0.000%	7.079%	29.666%	47.696%	51.638%	53.234%	56.311%	60.796%	71.816%	94.005%	94.424%	94.424%
2009-10	\$ 521,987	\$ -	\$ -	\$ 18,016	\$ 162,453	\$ 68,463	\$ 19,835	\$ 8,406	\$ 14,016	\$ 23,732	\$ 83,662	\$ 93,418	\$ 5,538	\$ 497,538
Monthly % of Levy		0.000%	0.000%	3.451%	31.122%	13.116%	3.800%	1.610%	2.685%	4.546%	16.028%	17.897%	1.061%	
YTD % of Levy		0.000%	0.000%	3.451%	34.573%	47.689%	51.489%	53.099%	55.785%	60.331%	76.358%	94.255%	95.316%	95.316%
2008-09	\$ 521,987	\$ 3,092	\$ 5,258	\$ 28,852	\$ 114,652	\$ 103,767	\$ 19,665	\$ 8,657	\$ 19,651	\$ 23,579	\$ 85,124	\$ 89,470	\$ 5,084	\$ 506,850
Monthly % of Levy		0.592%	1.007%	5.527%	21.965%	19.879%	3.767%	1.658%	3.765%	4.517%	16.308%	17.140%	0.974%	
YTD % of Levy		0.592%	1.600%	7.127%	29.091%	48.971%	52.738%	54.396%	58.161%	62.678%	78.986%	96.126%	97.100%	97.100%
2007-08	\$ 521,987	\$ 2,728	\$ 6,019	\$ 34,817	\$ 121,672	\$ 102,108	\$ 18,243	\$ 8,972	\$ 21,373	\$ 21,505	\$ 62,429	\$ 114,828	\$ 3,987	\$ 518,680
Monthly % of Levy		0.523%	1.153%	6.670%	23.309%	19.561%	3.495%	1.719%	4.095%	4.120%	11.960%	21.998%	0.764%	
YTD % of Levy		0.523%	1.676%	8.346%	31.655%	51.216%	54.711%	56.430%	60.525%	64.645%	76.604%	98.603%	99.366%	99.366%
2006-07	\$ 521,987	\$ 2,316	\$ 6,404	\$ 38,530	\$ 108,899	\$ 100,100	\$ 26,992	\$ 12,404	\$ 22,767	\$ 23,748	\$ 100,475	\$ 73,818	\$ 3,176	\$ 519,629
Monthly % of Levy		0.444%	1.227%	7.381%	20.862%	19.177%	5.171%	2.376%	4.362%	4.550%	19.249%	14.142%	0.608%	
YTD % of Levy		0.444%	1.671%	9.052%	29.914%	49.091%	54.262%	56.638%	61.000%	65.550%	84.798%	98.940%	99.548%	99.548%
2005-06	\$ 521,987	\$ 2,411	\$ 5,583	\$ 37,172	\$ 43,418	\$ 88,197	\$ 17,561	\$ 13,679	\$ 17,743	\$ 27,017	\$ 137,502	\$ 37,410	\$ 4,603	\$ 432,296
Monthly % of Levy		0.462%	1.070%	7.121%	8.318%	16.896%	3.364%	2.621%	3.399%	5.176%	26.342%	7.167%	0.882%	
YTD % of Levy		0.462%	1.531%	8.653%	16.970%	33.867%	37.231%	39.852%	43.251%	48.427%	74.769%	81.936%	82.817%	82.817%
2004-05	\$ 521,987	\$ 2,832	\$ 6,628	\$ 41,722	\$ 36,679	\$ 183,143	\$ 15,962	\$ 8,144	\$ 18,378	\$ 25,595	\$ 108,334	\$ 68,137	\$ 5,417	\$ 520,972
Monthly % of Levy		0.543%	1.270%	7.993%	7.027%	35.086%	3.058%	1.560%	3.521%	4.903%	20.754%	13.053%	1.038%	
YTD % of Levy		0.543%	1.812%	9.805%	16.832%	51.918%	54.976%	56.536%	60.057%	64.960%	85.714%	98.768%	99.806%	99.806%

NORTHWEST FIRE DISTRICT
COMPARISON OF REVENUE RECEIVED MONTHLY - CURRENT YEAR TO PRIOR YEAR

BOND LEVY - REAL ESTATE & PERSONAL PROPERTY TAXES-C/Y

FISCAL YEAR	LEVY	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	TOTALS
2015-16	\$ 3,105,123	\$ -	\$ -	\$ 213,080	\$ 684,922	\$ 606,761	\$ 110,826	\$ 38,196	\$ 97,804	\$ -	\$ -	\$ -	\$ -	\$ 1,751,589
Monthly % of Levy		0.000%	0.000%	6.862%	22.058%	19.541%	3.569%	1.230%	3.150%	0.000%	0.000%	0.000%	0.000%	
YTD % of Levy		0.000%	0.000%	6.862%	28.920%	48.461%	52.030%	53.260%	56.410%	56.410%	56.410%	56.410%	56.410%	56.410%
2014-15	\$ 3,105,123	\$ -	\$ 360	\$ 226,435	\$ 734,521	\$ 561,340	\$ 127,732	\$ 33,282	\$ 85,278	\$ 149,039	\$ 540,594	\$ 522,274	\$ 13,851	\$ 2,994,706
Monthly % of Levy		0.000%	0.012%	7.292%	23.655%	18.078%	4.114%	1.072%	2.746%	4.800%	17.410%	16.820%	0.446%	
YTD % of Levy		0.000%	0.012%	7.304%	30.959%	49.037%	53.150%	54.222%	56.969%	61.768%	79.178%	95.998%	96.444%	96.444%
2013-14	\$ 3,100,380	\$ -	\$ 325	\$ 236,579	\$ 811,711	\$ 499,644	\$ 105,454	\$ 39,837	\$ 94,613	\$ 188,130	\$ 600,432	\$ 417,446	\$ 14,987	\$ 3,009,160
Monthly % of Levy		0.000%	0.010%	7.631%	26.181%	16.116%	3.401%	1.285%	3.052%	6.068%	19.366%	13.464%	0.483%	
YTD % of Levy		0.000%	0.010%	7.641%	33.822%	49.938%	53.339%	54.624%	57.676%	63.744%	83.110%	96.574%	97.058%	97.058%
2012-13	\$ 3,104,230	\$ -	\$ -	\$ 163,237	\$ 679,452	\$ 692,257	\$ 113,621	\$ 40,193	\$ 101,156	\$ 130,517	\$ 659,009	\$ 409,518	\$ 16,767	\$ 3,005,728
Monthly % of Levy		0.000%	0.000%	5.259%	21.888%	22.300%	3.660%	1.295%	3.259%	4.204%	21.229%	13.192%	0.540%	
YTD % of Levy		0.000%	0.000%	5.259%	27.146%	49.447%	53.107%	54.402%	57.661%	61.865%	83.094%	96.287%	96.827%	96.827%
2011-12	\$ 3,104,630	\$ -	\$ -	\$ 205,798	\$ 444,968	\$ 857,423	\$ 115,432	\$ 61,826	\$ 119,102	\$ 120,958	\$ 615,598	\$ 469,512	\$ 6,523	\$ 3,017,138
Monthly % of Levy		0.000%	0.000%	6.629%	14.332%	27.618%	3.718%	1.991%	3.836%	3.896%	19.828%	15.123%	0.210%	
YTD % of Levy		0.000%	0.000%	6.629%	20.961%	48.579%	52.297%	54.288%	58.124%	62.020%	81.849%	96.972%	97.182%	97.182%
2010-11	\$ 3,370,693	\$ -	\$ -	\$ 215,741	\$ 792,654	\$ 597,707	\$ 117,362	\$ 54,407	\$ 116,726	\$ 142,878	\$ 364,749	\$ 790,976	\$ 16,723	\$ 3,209,923
Monthly % of Levy		0.000%	0.000%	6.400%	23.516%	17.732%	3.482%	1.614%	3.463%	4.239%	10.821%	23.466%	0.496%	
YTD % of Levy		0.000%	0.000%	6.400%	29.917%	47.649%	51.131%	52.745%	56.208%	60.447%	71.268%	94.734%	95.230%	95.230%
2009-10	\$ 1,487,151	\$ -	\$ -	\$ 46,990	\$ 459,952	\$ 196,319	\$ 48,397	\$ 24,109	\$ 40,832	\$ 68,657	\$ 224,196	\$ 278,720	\$ 10,150	\$ 1,398,322
Monthly % of Levy		0.000%	0.000%	3.160%	30.928%	13.201%	3.254%	1.621%	2.746%	4.617%	15.076%	18.742%	0.683%	
YTD % of Levy		0.000%	0.000%	3.160%	34.088%	47.289%	50.544%	52.165%	54.910%	59.527%	74.603%	93.344%	94.027%	94.027%
2008-09	\$ 1,824,084	\$ 14,887	\$ 23,402	\$ 75,135	\$ 383,906	\$ 381,335	\$ 51,528	\$ 20,925	\$ 51,971	\$ 75,016	\$ 293,391	\$ 329,180	\$ 3,665	\$ 1,704,341
Monthly % of Levy		0.816%	1.283%	4.119%	21.047%	20.906%	2.825%	1.147%	2.849%	4.113%	16.084%	18.046%	0.201%	
YTD % of Levy		0.816%	2.099%	6.218%	27.265%	48.170%	50.995%	52.142%	54.991%	59.104%	75.188%	93.235%	93.435%	93.435%
2007-08	\$ 2,558,876	\$ 262	\$ 1,312	\$ 142,648	\$ 545,569	\$ 570,375	\$ 77,984	\$ 35,867	\$ 84,931	\$ 96,842	\$ 281,760	\$ 610,655	\$ 3,486	\$ 2,451,692
Monthly % of Levy		0.010%	0.051%	5.575%	21.321%	22.290%	3.048%	1.402%	3.319%	3.785%	11.011%	23.864%	0.136%	
YTD % of Levy		0.010%	0.062%	5.636%	26.957%	49.247%	52.294%	53.696%	57.015%	60.800%	71.811%	95.675%	95.811%	95.811%
2006-07	\$ 684,370	\$ 807	\$ 349	\$ 42,434	\$ 131,041	\$ 132,947	\$ 23,400	\$ 11,713	\$ 28,198	\$ 26,422	\$ 122,219	\$ 92,723	\$ 860	\$ 613,111
Monthly % of Levy		0.118%	0.051%	6.200%	19.148%	19.426%	3.419%	1.711%	4.120%	3.861%	17.859%	13.549%	0.126%	
YTD % of Levy		0.118%	0.169%	6.369%	25.517%	44.943%	48.362%	50.074%	54.194%	58.055%	75.913%	89.462%	89.588%	89.588%
2005-06	\$ 912,789	\$ -	\$ 48	\$ 52,929	\$ 232,329	\$ 164,543	\$ 25,278	\$ 17,135	\$ 28,790	\$ 44,500	\$ 265,787	\$ 50,951	\$ 1,897	\$ 884,187
Monthly % of Levy		0.000%	0.005%	5.799%	25.453%	18.026%	2.769%	1.877%	3.154%	4.875%	29.118%	5.582%	0.208%	
YTD % of Levy		0.000%	0.005%	5.804%	31.257%	49.283%	52.052%	53.929%	57.083%	61.959%	91.077%	96.659%	96.867%	96.867%

NORTHWEST FIRE DISTRICT
COMPARISON OF REVENUE RECEIVED MONTHLY - CURRENT YEAR TO PRIOR YEAR

BOND LEVY - REAL ESTATE & PERSONAL PROPERTY TAXES-C/Y														
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Monthly % of Levy		0.000%	0.000%	6.862%	22.058%	19.541%	3.569%	1.230%	3.150%	0.000%	0.000%	0.000%	0.000%	
YTD % of Levy		0.000%	0.000%	6.862%	28.920%	48.461%	52.030%	53.260%	56.410%	56.410%	56.410%	56.410%	56.410%	56.410%
2014-15	\$ 3,105,123	\$ -	\$ 360	\$ 226,435	\$ 734,521	\$ 561,340	\$ 127,732	\$ 33,282	\$ 85,278	\$ 149,039	\$ 540,594	\$ 522,274	\$ 13,851	\$ 2,994,706
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NORTHWEST FIRE DISTRICT AZ

Monthly Check Report

By Check Num

Date Range: 02/01/2016 - 02/29/2016

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP-AP - WELLS FARGO						
4076	WILLIAM HUGHES	02/04/2016	Regular	0.00	96.00	21235
1791	ARIZONA DAILY STAR	02/05/2016	Regular	0.00	469.84	21236
1215	ARIZONA UNIFORM & APPAREL	02/05/2016	Regular	0.00	3,097.69	21237
1041	BARNETTS TOWING SERVICE	02/05/2016	Regular	0.00	250.00	21238
1363	BATTERY SYSTEMS OF ARIZONA	02/05/2016	Regular	0.00	3,893.06	21239
0961	BRADY INDUSTRIES	02/05/2016	Regular	0.00	479.48	21240
3925	COMPLETE ANALYTICAL SERVICES	02/05/2016	Regular	0.00	575.00	21241
4657	DISH NETWORK	02/05/2016	Regular	0.00	41.78	21242
1103	FEDERAL EXPRESS CORPORATION	02/05/2016	Regular	0.00	281.50	21243
1234	FIRE CATT	02/05/2016	Regular	0.00	14,536.00	21244
0542	FIRSTWATCH SOLUTIONS, INC.	02/05/2016	Regular	0.00	25,715.00	21245
0128	G&K SERVICES	02/05/2016	Regular	0.00	201.86	21246
1777	GRASHAM, JAMES	02/05/2016	Regular	0.00	437.50	21247
1156	JIM CLICK AUTOMOTIVE GROUP	02/05/2016	Regular	0.00	369.01	21248
2840	L N CURTIS & SONS	02/05/2016	Regular	0.00	63,978.65	21249
0725	LOGICALIS, INC.	02/05/2016	Regular	0.00	18,210.47	21250
1826	MARANA WATER	02/05/2016	Regular	0.00	237.75	21251
0488	MARKEN PPE RESTORATION	02/05/2016	Regular	0.00	2,247.42	21252
3599	MCI	02/05/2016	Regular	0.00	68.26	21253
1181	MERLES AUTOMOTIVE SUPPLY	02/05/2016	Regular	0.00	1,159.13	21254
1182	METRO WATER DISTRICT	02/05/2016	Regular	0.00	850.15	21255
3650	MICHAEL SCHINDLER	02/05/2016	Regular	0.00	82.45	21256
0867	MINER SOUTHWEST	02/05/2016	Regular	0.00	2,709.42	21257
1237	PAUL CONWAY SHIELDS	02/05/2016	Regular	0.00	183.49	21258
0913	PUEBLO MECHANICAL & CONTROLS, INC.	02/05/2016	Regular	0.00	11,481.61	21259
1242	RACY/ASSOCIATES INCORPORATED	02/05/2016	Regular	0.00	2,000.00	21260
1029	REDSKY FIRE APPARATUS LLC	02/05/2016	Regular	0.00	193.44	21261
1270	ROBERT CAMPS	02/05/2016	Regular	0.00	90.00	21262
0520	SBSI	02/05/2016	Regular	0.00	0.80	21263
3858	SELERIX, INC.	02/05/2016	Regular	0.00	590.00	21264
4257	STANDARD RESTAURANT EQUIP	02/05/2016	Regular	0.00	395.79	21265
0151	STAPLES BUSINESS ADVANTAGE	02/05/2016	Regular	0.00	20.48	21266
0067	STEVEN NOBLE	02/05/2016	Regular	0.00	510.30	21267
1295	TRUCK & TRAILER PARTS	02/05/2016	Regular	0.00	523.22	21268
1297	TULLER TROPHY FACTORY	02/05/2016	Regular	0.00	802.36	21269
1323	W. W. WILLIAMS	02/05/2016	Regular	0.00	38,170.47	21270
	Void	02/05/2016	Regular	0.00	0.00	21271
1314	WASTE MGMT OF TUCSON INC	02/05/2016	Regular	0.00	780.54	21272
3115	WELL AMERICA	02/05/2016	Regular	0.00	1,117.30	21273
2392	DAVID RESNICK	02/12/2016	Regular	0.00	153.00	21287
2160	DUSTIN SCHAUB	02/12/2016	Regular	0.00	153.00	21288
0610	WILLIAM E. LISCUM	02/12/2016	Regular	0.00	153.00	21289
1253	AMERICAN TOWER CORPORATION	02/12/2016	Regular	0.00	935.76	21290
0401	ANDREW CZOSEK	02/12/2016	Regular	0.00	576.58	21291
1057	BENEFIT COMMERCE GROUP	02/12/2016	Regular	0.00	9,657.00	21292
0872	BILL'S HOME SERVICE CO.	02/12/2016	Regular	0.00	480.00	21293
1308	CENTURYLINK	02/12/2016	Regular	0.00	1,467.80	21294
4329	CENTURYLINK BUSINESS SERVICES	02/12/2016	Regular	0.00	10.30	21295
1070	COSTCO RETAIL SRVCS	02/12/2016	Regular	0.00	152.03	21296
0843	CPR SAVERS & FIRST AID SUPPLY, LLC	02/12/2016	Regular	0.00	955.06	21297
2334	CULLIGAN WATER	02/12/2016	Regular	0.00	6.76	21298
0439	FASTENAL	02/12/2016	Regular	0.00	816.44	21299
0285	FERRELLGAS	02/12/2016	Regular	0.00	24.68	21300
1513	FLOWING WELLS IRRIGATION DIST	02/12/2016	Regular	0.00	170.82	21301

Attachment: Feb 2016 Monthly Check Report (FR-2016-4 : Financial Reports)

Monthly Check Report

Date Range: 02/01/2016 - 02/29/2016

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
0360	FREIGHTLINER STERLING-WESTERN STAR OF AZ	02/12/2016	Regular	0.00	10,860.84	21302
0280	GLOBAL EQUIPMENT COMPANY	02/12/2016	Regular	0.00	46.20	21303
3682	GLOBALSTAR LLC	02/12/2016	Regular	0.00	106.76	21304
1126	HEINFELD, MEECH & CO., P C	02/12/2016	Regular	0.00	737.00	21305
1225	JOE CRISTIANI'S DRINKING WATER SYSTEMS, LLC	02/12/2016	Regular	0.00	588.06	21306
1292	KEVIN SULLIVAN	02/12/2016	Regular	0.00	25.00	21307
0854	MALLORY SAFETY AND SUPPLY	02/12/2016	Regular	0.00	1,678.36	21308
1163	MATHESON TRI-GAS, INC.	02/12/2016	Regular	0.00	322.67	21309
1179	OFFICE MAX INCORPORATED	02/12/2016	Regular	0.00	186.80	21310
0575	O'REILLY AUTO PARTS	02/12/2016	Regular	0.00	268.89	21311
4320	ORO VALLEY WATER UTILITY	02/12/2016	Regular	0.00	280.88	21312
1258	OTE INTERNATIONAL HOLDINGS LLC	02/12/2016	Regular	0.00	140.00	21313
0255	RC JANITORIAL SERVICES, INC.	02/12/2016	Regular	0.00	2,852.50	21314
2889	RICOH USA, INC.	02/12/2016	Regular	0.00	2,013.93	21315
1278	SOUTHWEST GAS CORP	02/12/2016	Regular	0.00	3,171.39	21316
3999	TEE TIME USA, LLC	02/12/2016	Regular	0.00	15,093.47	21317
1284	TUCSON ELECTRIC POWER	02/12/2016	Regular	0.00	2,377.24	21318
4504	TYLER TECHNOLOGIES-INCODE DIV.	02/12/2016	Regular	0.00	34,468.27	21319
3157	US BANK/VOYAGER FLEET SYSTEMS	02/12/2016	Regular	0.00	9,209.98	21320
0341	WASTE BUSTERS, INC.	02/12/2016	Regular	0.00	67.50	21321
1315	WATSON CHEVROLET INC	02/12/2016	Regular	0.00	7.12	21322
3645	WAXIE SANITARY SUPPLY	02/12/2016	Regular	0.00	1,685.58	21323
2490	OFFICE DEPOT	02/12/2016	Regular	0.00	2,758.73	21324
	Void	02/12/2016	Regular	0.00	0.00	21325
0599	JAMES DEVOY	02/18/2016	Regular	0.00	500.00	21326
1430	AZ DEPT OF REVENUE-USE TAX	02/22/2016	Regular	0.00	521.42	21327
1777	GRASHAM, JAMES	02/22/2016	Regular	0.00	637.50	21328
1230	AGATHOS LABORATORIES INC.	02/22/2016	Regular	0.00	396.00	21329
3257	ALL THE KINGS FLAGS	02/22/2016	Regular	0.00	462.70	21330
2374	AZ DEPT OF ECONOMIC SECURITY	02/22/2016	Regular	0.00	3,174.55	21331
1067	CITY OF TUCSON	02/22/2016	Regular	0.00	82,281.33	21332
1035	COPPERPOINT MUTUAL INSURANCE COMPANY	02/22/2016	Regular	0.00	159,946.30	21333
1696	COSTCO-MEMBERSHIP	02/22/2016	Regular	0.00	179.19	21334
4657	DISH NETWORK	02/22/2016	Regular	0.00	68.18	21335
4543	HENRY SCHEIN INC	02/22/2016	Regular	0.00	4,032.59	21336
1136	HOLMES TUTTLE FORD	02/22/2016	Regular	0.00	668.68	21337
4551	HOSE POWER USA	02/22/2016	Regular	0.00	696.21	21338
0541	HUGHES FIRE EQUIPMENT, INC.	02/22/2016	Regular	0.00	2,348.64	21339
3888	LOWE'S COMPANIES, INC.	02/22/2016	Regular	0.00	1,862.04	21340
0180	RICHARD MARTINEZ	02/22/2016	Regular	0.00	342.07	21341
1270	ROBERT CAMPS	02/22/2016	Regular	0.00	192.00	21342
1201	RURAL METRO CORPORATION	02/22/2016	Regular	0.00	4,226.38	21343
0552	SHI INTERNATIONAL CORP.	02/22/2016	Regular	0.00	256.71	21344
2877	STUART RODEFFER	02/22/2016	Regular	0.00	13.01	21345
1885	TRICO ELECTRIC COOPERATIVE	02/22/2016	Regular	0.00	2,085.94	21346
3294	VERIZON WIRELESS	02/22/2016	Regular	0.00	6,483.67	21347
0341	WASTE BUSTERS, INC.	02/22/2016	Regular	0.00	67.50	21348
4361	XEROX CORPORATION	02/22/2016	Regular	0.00	410.71	21349
4602	AMERICAN OUTDOOR POWER	02/26/2016	Regular	0.00	98.03	21363
3445	ARIZONA DEPT OF PUBLIC SAFETY	02/26/2016	Regular	0.00	22.00	21364
0101	ARIZONA GLOVE & SAFETY	02/26/2016	Regular	0.00	98.21	21365
1135	ARIZONA PROPANE	02/26/2016	Regular	0.00	3,568.11	21366
3033	ARIZONA RESTAURANT SUPPLY INC	02/26/2016	Regular	0.00	63.67	21367
2988	ARIZONA SPRING COMPANY	02/26/2016	Regular	0.00	1,258.02	21368
1083	ARROW INTERNATIONAL	02/26/2016	Regular	0.00	4,141.98	21369
1666	AUTO SAFETY HOUSE	02/26/2016	Regular	0.00	349.05	21370
1257	B & B SELECTCOM INC	02/26/2016	Regular	0.00	1,889.11	21371
1178	B&H PHOTO VIDEO	02/26/2016	Regular	0.00	416.34	21372
4057	BENAVIDEZ LAW GROUP, P.C.	02/26/2016	Regular	0.00	3,444.00	21373
1117	BOSSE, ROLLMAN & FUNK PC	02/26/2016	Regular	0.00	648.00	21374
3945	BOUND TREE MEDICAL LLC	02/26/2016	Regular	0.00	337.15	21375

Attachment: Feb 2016 Monthly Check Report (FR-2016-4 : Financial Reports)

Monthly Check Report

Date Range: 02/01/2016 - 02/29/2016

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
3933	BRANDT, MICHAEL	02/26/2016	Regular	0.00	147.50	21376
1205	CAD UNLIMITED	02/26/2016	Regular	0.00	200.00	21377
1299	CITY OF TUCSON WATER/SEWER	02/26/2016	Regular	0.00	2,507.06	21378
3925	COMPLETE ANALYTICAL SERVICES	02/26/2016	Regular	0.00	270.00	21379
4301	DAVID GEPHART	02/26/2016	Regular	0.00	218.16	21380
0035	DRAGER SAFETY INC	02/26/2016	Regular	0.00	1,330.72	21381
0439	FASTENAL	02/26/2016	Regular	0.00	1,831.05	21382
0324	FIRE SAFETY EDUCATION	02/26/2016	Regular	0.00	1,948.50	21383
2838	FLEETPRIDE	02/26/2016	Regular	0.00	57.48	21384
0329	G & N APPLIANCE PARTS	02/26/2016	Regular	0.00	62.83	21385
4012	GILBERT ELECTRIC CO., INC.	02/26/2016	Regular	0.00	390.00	21386
0280	GLOBAL EQUIPMENT COMPANY	02/26/2016	Regular	0.00	1,034.80	21387
1326	GRAINGER	02/26/2016	Regular	0.00	2,354.10	21388
1195	GRUBER TECHNICAL INC.	02/26/2016	Regular	0.00	290.47	21389
0792	HORTICULTURE UNLIMITED	02/26/2016	Regular	0.00	8,925.48	21390
3541	INLAND KENWORTH INC	02/26/2016	Regular	0.00	29.11	21391
0829	INTEGRITY AUTOMOTIVE & DIESEL	02/26/2016	Regular	0.00	632.08	21392
0695	IQM2 AT CARAHSOFT TECHNOLOGY CORP.	02/26/2016	Regular	0.00	3,184.00	21393
0504	ISG/INFRASYS	02/26/2016	Regular	0.00	135.00	21394
0618	JACK FURRIER	02/26/2016	Regular	0.00	1,624.11	21395
4619	JEREMY SHIBA	02/26/2016	Regular	0.00	288.00	21396
0810	JOSEPH MOONEY	02/26/2016	Regular	0.00	203.85	21397
0845	KITTLE DESIGN AND CONSTRUCTION	02/26/2016	Regular	0.00	404.00	21398
2840	L N CURTIS & SONS	02/26/2016	Regular	0.00	2,781.88	21399
4272	LEVEL 3 COMMUNICATIONS	02/26/2016	Regular	0.00	2,717.23	21400
1163	MATHESON TRI-GAS, INC.	02/26/2016	Regular	0.00	264.74	21401
1181	MERLES AUTOMOTIVE SUPPLY	02/26/2016	Regular	0.00	1,738.91	21402
0750	MONOPRICE, INC.	02/26/2016	Regular	0.00	374.26	21403
1692	PIMA COMMUNITY COLLEGE	02/26/2016	Regular	0.00	33,852.25	21404
0913	PUEBLO MECHANICAL & CONTROLS, INC.	02/26/2016	Regular	0.00	5,817.61	21405
2889	RICOH USA, INC.	02/26/2016	Regular	0.00	463.03	21406
0055	SAFEGUARD BUSINESS SYSTEMS	02/26/2016	Regular	0.00	63.14	21407
1293	STACEY CHRISTIAN	02/26/2016	Regular	0.00	170.06	21408
1284	TUCSON ELECTRIC POWER	02/26/2016	Regular	0.00	11,112.76	21409
2072	US POSTAL - NEOPOST	02/26/2016	Regular	0.00	1,500.00	21410
1314	WASTE MGMT OF TUCSON INC	02/26/2016	Regular	0.00	107.20	21411
3645	WAXIE SANITARY SUPPLY	02/26/2016	Regular	0.00	2,355.54	21412
3699	AMERICAN EXPRESS	02/29/2016	Bank Draft	0.00	7,426.41	DFT000116
3699	AMERICAN EXPRESS	02/29/2016	Bank Draft	0.00	1,167.72	DFT000116

Bank Code AP Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	499	150	0.00	681,080.52
Manual Checks	0	0	0.00	0.00
Voided Checks	0	2	0.00	0.00
Bank Drafts	20	2	0.00	8,594.13
EFT's	0	0	0.00	0.00
	519	154	0.00	689,674.65

Attachment: Feb 2016 Monthly Check Report (FR-2016-4 : Financial Reports)

Fund Summary

Fund	Name	Period	Amount
999	POOLED CASH	2/2016	689,674.65
			<u>689,674.65</u>



Northwest Fire District Governing Board

5225 West Massingale Rd.
Tucson, AZ 85743

7.A

SCHEDULED

MEMORANDUM NO. 2016-60

Date: April 26, 2016
To: Governing Board
From: Thomas Benavidez, Attorney
Type of Action: Formal Action/Motion
Agenda Item: Executive Session: the Governing Board May Vote to Go into Closed Session, Pursuant to A.R.S. 38-431.03 (A)(2), (3) & (4), for Legal Advice and to Instruct Its Attorney Concerning the Lawsuit Filed by the Divijak Family for Personal Injury, Case No. C20150072. Following the Executive Session, the Board Might Take Action on the Claim by Directing Its Attorney.

RECOMMENDATION:

Vote to go into executive session. Invite the following persons into the session: Chief Brandt, Assistant Chief Bradley, Assistant Chief Emans, Defense Counsel Jeff Matura and District Attorney Thomas Benavidez.

MOTION:

Move to enter into executive session for the purposes of receiving legal advice, discussing medical records and to direct the Board's attorneys regarding the lawsuit.

[Board Chair] The following persons are asked to join the Board in executive session: Chief Brandt, Assistant Chief Bradley, Assistant Chief Emans, Jeff Matura and Thomas Benavidez.

[After the executive session is over] Move to close the executive session.

[After the executive session is closed] Move to direct the attorneys as discussed in executive session.

DISCUSSION:

The District has been sued by the Divijak family. A few years ago, their young daughter suffered a severe eye injury. The family claims that the injury was caused by a toy fire hat distributed by District personnel who made a fire safety presentation at a church daycare years ago.

The District's insurer has engaged Attorney Jeff Matura and his firm to represent the District. He has filed an answer to the suit, along with a cross-claim against co-defendant Sydistar, who allegedly sold the hats to the District.

FISCAL IMPACT:

Insurance deductible

ALTERNATIVES:

N/A

ATTACHMENTS:

- Summons and Amended Complaint (PDF)
- Northwest Fire District's Answer and Cross-Claims (PDF)

Person/Attorney Filing: ROBERT J. FORMAN
 Mailing Address: PO BOX 43517
 City, State, Zip Code: TUCSON, AZ 85733
 Phone Number: (520) 748-0800
☐ Representing Self, Without an Attorney
 (If Attorney) State Bar Number: 010875
 Attorney E-Mail Address: courtdocs@dixforman.com

**IN THE SUPERIOR COURT OF THE STATE OF ARIZONA
 IN AND FOR THE COUNTY OF PIMA**

JOSEPH DIVIJAK ET AL. VS. SYNDISTAR INC ET
 AL.

Case No. C20150072

SUMMONS

To: NORTHWEST FIRE DISTRICT, an ARIZONA FIRE DISTRICT

WARNING: THIS AN OFFICIAL DOCUMENT FROM THE COURT THAT AFFECTS YOUR RIGHTS.
 READ THIS SUMMONS CAREFULLY. IF YOU DO NOT UNDERSTAND IT, CONTACT AN ATTORNEY FOR
 LEGAL ADVICE.

1. A lawsuit has been filed against you. A copy of the lawsuit and other related court paperwork has been served on you with this Summons.

2. If you do not want a judgment taken against you without your input, you must file an Answer in writing with the Court, and you must pay the required filing fee. To file your Answer, take or send the papers to Office of the Clerk of the Superior Court, 110 West Congress Street, Tucson,
Arizona 85701 or electronically file your Answer through AZTurboCourt at www.azturbocourt.gov.

Mail a copy of the Answer to the other party, the Plaintiff, at the address listed on the top of this Summons.

Note: If you do not file electronically you will not have electronic access to the documents in this case.

3. If this Summons and the other court papers were served on you within the State of Arizona, your Answer must be filed within TWENTY (20) CALENDAR DAYS from the date of service, not counting the day of service. If the papers were served on you outside the State of Arizona, your Answer must be filed within THIRTY (30) CALENDAR DAYS, not counting the day of service.

Requests for reasonable accommodations for persons with disabilities must be made to the court by parties at least 3 working days in advance of a scheduled court proceeding.

GIVEN under my hand and the Seal of the Superior Court of the State of Arizona in and for the County of
 Pima March 24, 2016

Toni L. Hellon

Clerk of the Superior Court

By: Alan Walker

Deputy Clerk



FILED
TONI L. HELLON
CLERK, SUPERIOR COURT
3/24/2016 10:03:23 AM
BY: ALAN WALKER
DEPUTY

Dix & Forman, P.C.
2606 E. 10th Street
P.O. Box 43517
Tucson, Arizona 85733
robfd@dixforman.com
Robert J. Forman, State Bar No. 010875
Attorney for Plaintiffs

IN AND FOR THE SUPERIOR COURT OF ARIZONA
COUNTY OF PIMA

JOSEPH AND ANDREA DIVIJAK, for
and on behalf of their minor daughter,
Rori Divijak,

Plaintiffs,
vs.

SYNDISTAR, INC.,
a Louisiana corporation,

and

DESERT SON COMMUNITY CHURCH
of Tucson, Arizona,
an Arizona corporation,

and

NORTHWEST FIRE DISTRICT,
an Arizona Fire District,

Defendants.

Case No.: C2015 0072

PLAINTIFF'S FIRST
AMENDED COMPLAINT

Assigned to the Honorable Leslie B. Miller

Plaintiffs, by and through their attorney undersigned, hereby allege the
following:

//////////

General Allegations

1. Plaintiffs are residents of Pima County, Arizona; the incident which is the subject of this lawsuit took place in Pima County, Arizona; Defendant Syndistar is a Louisiana corporation selling goods through the internet, including in Pima County, Arizona; Defendant Desert Son Community Church of Tucson, Arizona (hereinafter "Desert Son") is an Arizona corporation located in Pima County, Arizona.

2. Plaintiffs Joseph and Andrea Divijak are the natural parents of Rori Divijak, who was five years old at the time this incident took place.

3. Defendant Syndistar designed, manufactured, sold, or otherwise placed in the stream of commerce a child's plastic fire hat with a decorative label on the front stating, "FIRE CHIEF NORTHWEST FIRE RESCUE © Syndistar, Inc. 1993," (hereinafter "Syndistar Hat"). The hat came with a thin elastic chinstrap.

4. Prior to December 12, 2013, Northwest Fire District provided the fire safety hat labeled "Fire Chief Northwest Fire Rescue" to Desert Son Community Church during a safety presentation for the children.

4. 5. December 12, 2013, Defendant Desert Son was operating a day care located at 5250 West Cortaro Farms Rd., Tucson, Arizona, of which Rori Divijak was an attendee.

Factual Allegations

6. On or about December 12, 2013, Rori Divijak was attending Desert Son Community Church's pre-school. She was playing with the Syndistar Hat when she either dislodged one side of the hat's elastic strap or it became dislodged on its own and, while she continued to play with the hat, the loose end of the strap snapped up and struck Rori in her right eye.

Count One - Product Liability

7. Plaintiffs hereby incorporate allegations 1-~~5~~ 6.

8. Defendant Syndistar had a duty to design, manufacture, and/or otherwise place into the stream of commerce products, including the Syndistar Hat, in a reasonably safe condition, free from manufacturing or design defects for its intended and reasonably foreseeable uses.

9. Defendant Syndistar breached its duty by manufacturing and/or distributing the Syndistar Hat that was either defectively manufactured or designed in that its condition was unsafe for its intended and foreseeable uses, including that it included an unsafe chinstrap.

10. As a proximate result of designing, manufacturing, and/or otherwise placing into the stream of commerce a defective product, the Syndistar Hat, Plaintiff Rori Divijak sustained serious bodily injuries, including the total or near-total loss of vision in her right eye, as well as pain and suffering and emotional distress; Plaintiffs Joseph and Andrea Divijak have sustained financial losses, pain and suffering, and emotional distress.

Wherefore, Plaintiffs request a judgment against Defendant Syndistar as follows:

1. For compensatory damages in a reasonable and just amount;
2. For Plaintiffs' costs lawfully and reasonably incurred; and
3. For such other and further relief, not herein previously enumerated, which

this Court deems proper.

Count Two - Syndistar Negligence

11. Plaintiffs hereby incorporate allegations 1-~~5~~ 6.

12. Defendant Syndistar had a duty to design, manufacture, and/or otherwise place into the stream of commerce products, including the Syndistar Hat, that it knew or should have known were safe for its intended and reasonably foreseeable uses.

13. Defendant Syndistar breached this duty by designing, manufacturing, and/or otherwise placing into the stream of commerce the Syndistar Hat when it knew, or with the exercise of reasonable care, should have known that the hat was unsafe for its intended and reasonably foreseeable uses.

14. As a proximate result of the negligence describe above, Plaintiff Rori Divijak sustained serious bodily injuries, including the total or near-total loss of vision in her right eye, as well as pain and suffering and emotional distress; Plaintiffs Joseph and Andrea Divijak have sustained financial losses, pain and suffering, and emotional distress.

Wherefore, Plaintiffs request a judgment against Defendant Syndistar as follows:

1. For compensatory damages in a reasonable and just amount;
2. For Plaintiffs' costs lawfully and reasonably incurred; and
3. For such other and further relief, not herein previously enumerated, which this Court deems proper.

Count Three - Desert Son's Negligence

15. Plaintiffs hereby incorporate allegations 1-~~5~~ 6.

16. Defendant Desert Son had a duty to maintain a safe day care center and to provide adequate supervision for attendees of its day care facility; indeed, Defendant Desert Son had a higher duty given that its attendees were children.

17. Defendant Desert Son breached its duty to its attendees, including to Plaintiffs, by failing to maintain its day care in a reasonably safe condition for children and by failing to provide adequate supervision over the attendees, including Rori Divijak.

18. As a proximate result of the negligence described above, Plaintiff Rori Divijak sustained serious bodily injuries, including the total or near-total loss of vision in her right eye, as well as pain and suffering and emotional distress; Plaintiffs Joseph and Andrea Divijak have sustained financial losses, pain and suffering, and emotional distress.

Wherefore, Plaintiffs request a judgment against Defendant Desert Son as follows:

1. For compensatory damages in a reasonable and just amount;
2. For Plaintiffs' costs lawfully and reasonably incurred; and
3. For such other and further relief, not herein previously enumerated, which

this Court deems proper.

Count Four - Northwest Fire District, Product Liability

19. Plaintiffs hereby incorporate allegations 1-6.

20. Defendant Northwest Fire District, by providing the Syndistar hat to Defendant Desert Son, was a distributor of the hat.

21. Defendant Northwest Fire District had a duty to design, manufacture, and/or otherwise place into the stream of commerce products, including the Syndistar Hat, that were safe for the intended and reasonably foreseeable uses of those products, including the Syndistar Hat.

22. Defendant Syndistar breached this duty by designing, manufacturing, and/or otherwise placing into the stream of commerce the Syndistar Hat when it knew, or with

1 the exercise of reasonable care, should have known that the hat was unsafe for its
2 intended and reasonably foreseeable uses.

3 23. As a proximate result of the negligence describe above, Plaintiff Rori Divijak
4 sustained serious bodily injuries, including the total or near-total loss of vision in her
5 right eye, as well as pain and suffering and emotional distress; Plaintiffs Joseph and
6 Andrea Divijak have sustained financial losses, pain and suffering, and emotional
7 distress.

8 Wherefore, Plaintiffs request a judgment against Defendant Northwest Fire
9 District as follows:

- 10 1. For compensatory damages in a reasonable and just amount;
- 11 2. For Plaintiffs' costs lawfully and reasonably incurred; and
- 12 3. For such other and further relief, not herein previously enumerated, which
13 this Court deems proper.

14 **Count Five - Northwest Fire District, Negligence**

15 24. Defendant Northwest Fire District, when providing or distributing items to
16 places where it knew or should have known that children would be using them, had a
17 duty to inspect and provide items that were safe.

18 25. Defendant Northwest Fire District breached this duty by distributing the
19 Syndistar Hat when it knew, or with the exercise of reasonable care, should have
20 known that the hat was likely to be used by children and that it was unsafe for its
21 intended and reasonably foreseeable uses.

22 26. As a proximate result of the negligence describe above, Plaintiff Rori Divijak
23 sustained serious bodily injuries, including the total or near-total loss of vision in her
24 right eye, as well as pain and suffering and emotional distress; Plaintiffs Joseph and
25

1 Andrea Divijak have sustained financial losses, pain and suffering, and emotional
2 distress.

3 Wherefore, Plaintiffs request a judgment against Defendant Northwest District
4 Fire as follows:

- 5 1. For compensatory damages in a reasonable and just amount;
6 2. For Plaintiffs' costs lawfully and reasonably incurred; and
7 3. For such other and further relief, not herein previously enumerated, which
8 this Court deems proper.

9 DATED THIS 26th day of February, 2016.

10 DIX & FORMAN, P.C.

11
12 /s/ Robert J. Forman
13 By: Robert J. Forman
14 *Attorney for Plaintiffs*

14 **Certificate of Service:**

15 Original of the foregoing
16 filed this 26th day of February, 2016, to:

17 Pima County Superior Court
18 Judge Catherine Woods

19 Northwest Fire District
20 5225 W. Massingale Road
21 Tucson, AZ 85743
22 520.887.1010

23 Greg Fox, Agent
24 SYNDISTAR, INC.
25 52 Mistletoe Drive
Covington, LA
Statutory Agent for the Defendant Syndistar, Inc.

1 **Copy of the foregoing mailed this**
26th day of February, 2016, to:

2 Greg Fox, Agent
3 SYNDISTAR, INC.
4 52 Mistletoe Drive
5 Covington, LA
Statutory Agent for the Defendant Syndistar, Inc.

6 **Copy of the foregoing mailed this**
26th day of February, 2016 to:

7
8 Cassandra Meyer
9 Richard Mear
10 Cavanagh Law Firm
1850 N. Central Avenue, Ste. 2400
11 Phoenix, AZ 85004-4527
Attorneys for the Defendant Desert Son Community Church.

12 /s/ Carmen Hemperley
13
14
15
16
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24
25

1 *Plaintiff's 1st Amended Complaint* was mailed
2 this 24th day of March, 2016 to:

3 Jeffrey C. Matura
4 *Graif Barrett & Matura, P.C.*
5 1850 North Central Avenue, Suite 500
6 Phoenix, Arizona 85004
7 E-Mail: jmatura@gbmlawpc.com
8 *Attorney for Northwest Fire District*

9 Cassandra Meyer
10 Richard Mear
11 *Cavanagh Law Firm*
12 1850 N. Central Avenue, Ste. 2400
13 Phoenix, AZ 85004-4527
14 *Attorneys for the Defendant Desert Son Community Church*

15 Greg Fox, Agent
16 SYNDISTAR, INC.
17 52 Mistletoe Drive
18 Covington, LA
19 *Statutory Agent for the Defendant Syndistar, Inc.*

20 
21
22
23
24
25

Jeffrey Matura, State Bar No. 019893, PCC No. 85027
 Melissa J. England, State Bar No. 022783, PCC No. 89888
GRAIF BARRETT & MATURA, P.C.
 1850 North Central Avenue, Suite 500
 Phoenix, Arizona 85004
 Tel: (602) 792-5700
 Fax: (602) 792-5710
jmatura@gbmlawpc.com
mengland@gbmlawpc.com

Attorneys for Defendant and Cross-Claimant
 Northwest Fire District

ARIZONA SUPERIOR COURT

PIMA COUNTY

JOSEPH AND ANDREA DIVIJAK, for and on
 behalf of their minor daughter, Rori Divijak,

Plaintiffs,

v.

SYNDISTAR, INC., a Louisiana corporation;
 DESERT SON COMMUNITY CHURCH OF
 TUCSON, ARIZONA, an Arizona corporation;
 NORTHWEST FIRE DISTRICT, an Arizona
 Fire District,

Defendants.

NORTHWEST FIRE DISTRICT, an Arizona
 Fire District,

Cross-Claimant,

v.

SYNDISTAR, INC., a Louisiana corporation,
 Cross-Defendant.

Case No. C20150072

NORTHWEST FIRE DISTRICT'S:

**(1) ANSWER TO FIRST AMENDED
 COMPLAINT**

- AND -

**(2) CROSS-CLAIM AGAINST
 SYNDISTAR, INC.**

(Assigned to the Honorable Leslie B.
 Miller)

Defendant and Cross-Claimant Northwest Fire District ("the Fire District") answers the
 First Amended Complaint as follows. The numbered paragraphs below correspond to the

1 numbered paragraphs in the First Amended Complaint. The Fire District also alleges the
2 following cross-claims against cross-defendant Syndistar, Inc.

3 **General Allegations**

4 1. The Fire District is without knowledge or information sufficient to form a belief
5 as to the truth of these allegations, and therefore denies them.

6 2. The Fire District is without knowledge or information sufficient to form a belief
7 as to the truth of these allegations, and therefore denies them.

8 3. Upon information and belief, the Fire District admits the allegations in this
9 paragraph.

10 4. The Fire District denies the allegations in this paragraph.

11 5. The Fire District is without knowledge or information sufficient to form a belief
12 as to the truth of these allegations, and therefore denies them.

13 **Factual Allegations**

14 6. The Fire District is without knowledge or information sufficient to form a belief
15 as to the truth of these allegations, and therefore denies them.

16 **Count One – Product Liability**

17 7. The Fire District incorporates its responses to paragraphs 1 – 6 of this Answer, as
18 if fully set forth herein.

19 8. This paragraph calls for a legal conclusion. The Fire District admits that
20 defendant Syndistar had a duty to design, manufacture, and/or otherwise place into the stream
21 of commerce products, including the Syndistar Hat, in a reasonably safe condition, free from
22 manufacturing or design defects for its intended and reasonably foreseeable use. To the extent
23 this paragraph contains any factual allegations against the Fire District, the Fire District denies
24 those allegations.

25 9. This paragraph calls for a legal conclusion. To the extent this paragraph contains
26 any factual allegations against the Fire District, the Fire District denies those allegations

1 10. The Fire District is without knowledge or information sufficient to form a belief
2 as to the truth of these allegations, and therefore denies them.

3 **Count Two – Syndistar Negligence**

4 11. The Fire District incorporates its responses to paragraphs 1 – 10 of this Answer,
5 as if fully set forth herein.

6 12. This paragraph calls for a legal conclusion. The Fire District admits that
7 defendant Syndistar had a duty to design, manufacture, and/or otherwise place into the stream
8 of commerce products, including the Syndistar Hat, that it knew or should have known were
9 safe for its intended and reasonably foreseeable uses. To the extent this paragraph contains any
10 factual allegations against the Fire District, the Fire District denies those allegations.

11 13. This paragraphs calls for a legal conclusion. To the extent this paragraph
12 contains any factual allegations against the Fire District, the Fire District denies those
13 allegations.

14 14. The Fire District is without knowledge or information sufficient to form a belief
15 as to the truth of these allegations, and therefore denies them.

16 **Count Three – Desert Son's Negligence**

17 15. The Fire District incorporates its responses to paragraphs 1 – 14 of this Answer,
18 as if fully set forth herein.

19 16. This paragraph calls for a legal conclusion. The Fire District admits that
20 defendant Desert Son had a duty to maintain a safe day care center and to provide adequate
21 supervision for attendees of its day care facility. To the extent this paragraph contains any
22 factual allegations against the Fire District, the Fire District denies those allegations.

23 17. This paragraphs calls for a legal conclusion. To the extent this paragraph
24 contains any factual allegations against the Fire District, the Fire District denies those
25 allegations.
26

1 18. The Fire District is without knowledge or information sufficient to form a belief
2 as to the truth of these allegations, and therefore denies them.

3 **Count Four – Northwest Fire District, Product Liability**

4 19. The Fire District incorporates its responses to paragraphs 1 – 18 of this Answer,
5 as if fully set forth herein.

6 20. The Fire District denies the allegations in this paragraph.

7 21. This paragraph calls for a legal conclusion and also falsely assumes that the Fire
8 District designed, manufactured, or otherwise placed into the stream of commerce the
9 Syndistar Hat. To the extent a response is required, the Fire District denies the allegations in
10 this paragraph.

11 22. The Fire District denies the allegations in this paragraph.

12 23. The Fire District denies the allegations in this paragraph with respect the Fire
13 District's conduct. With respect to the allegations regarding Rori Divijak, Joseph Divijak, and
14 Andrea Divijak, the Fire District is without knowledge or information sufficient to form a
15 belief as to the truth of these allegations, and therefore denies them.

16 **Count Five – Northwest Fire District, Negligence**

17 24. This paragraph calls for a legal conclusion and also falsely assumes that the Fire
18 District provided or distributed items to places where it knew or should have known that
19 children would be using them. To the extent a response is required, the Fire District denies the
20 allegations in this paragraph.

21 25. The Fire District denies the allegations in this paragraph.

22 26. The Fire District denies the allegations in this paragraph with respect the Fire
23 District's conduct. With respect to the allegations regarding Rori Divijak, Joseph Divijak, and
24 Andrea Divijak, the Fire District is without knowledge or information sufficient to form a
25 belief as to the truth of these allegations, and therefore denies them.
26

General Denial

27. The Fire District denies each and every allegation in the First Amended Complaint not specifically admitted herein.

Jury Trial Demand

28. The Fire District demands a jury trial on all counts that support such a demand.

Relief Sought

29. The Fire District requests that this Court grant the following relief:

- A. Dismiss the First Amended Complaint, in its entirety;
- B. Deny the relief requested in the First Amended Complaint;
- C. Enter judgment in the Fire District's favor;
- D. Award the Fire District its reasonable attorneys' fees and costs incurred pursuant to all applicable statutes and regulations; and
- E. Grant any other relief deemed appropriate by this Court.

Affirmative Defenses

30. For additional defenses, both affirmative and otherwise, the Fire District alleges as follows:

- A. The First Amended Complaint fails to state a claim upon which relief may be granted.
- B. The claims alleged against the Fire District are barred because the Plaintiffs did not suffer any compensable injuries or damages due to the Fire District's conduct.
- C. The Plaintiffs' damages, if any, were caused by their own actions or inactions.
- D. The Plaintiffs' damages, if any, were caused by the actions or inactions of a person or entity other than the Fire District, and over which the Fire District had no control.

- 1 E. The Fire District is not a manufacturer, distributor, or seller of any
2 product, including the Syndistar Hat at issue in this case.
- 3 F. The claims alleged in the First Amended Complaint are barred by the
4 applicable statute(s) of limitation.
- 5 G. Joseph Divijak and Andrea Divijak did not submit a Notice of Claim to
6 the Fire District, as required under Arizona law. Their claims for damages
7 are therefore barred.
- 8 H. To the extent Joseph Divijak and Andrea Divijak did submit a Notice of
9 Claim to the Fire District, that Notice of Claim was untimely under
10 Arizona law because it was submitted to the Fire District more than 180
11 days after Joseph Divijak and Andrea Divijak knew, or reasonably should
12 have known, the cause of their alleged damages.
- 13 I. Rori Divijak's Notice of Claim did not comply with all the statutory
14 requirements set forth in A.R.S. § 12-281.01.
- 15 J. The Fire District exercised reasonable care at all times alleged in the First
16 Amended Complaint.
- 17 K. To the extent the Plaintiffs have failed to mitigate their damages, any
18 potential recovery should be barred or appropriately reduced.
- 19 L. The plans or designs for the Syndistar Hat, or the methods and techniques
20 of manufacturing, inspecting, testing, and labeling the Hat, conformed
21 with the state of the art at the time the Hat was first sold.
- 22 M. The proximate cause of the Plaintiffs' injuries, if any, was an alteration or
23 modification of the Syndistar Hat that was not reasonably foreseeable to
24 the Fire District and made by a person or entity other than the Fire
25 District.
26

1 N. The Plaintiffs' injuries, if any, were the result of the misuse or abnormal
2 use of the Syndistar Hat.

3 O. Accord and satisfaction, arbitration and award, contributory negligence,
4 comparative fault, assumption of the risk, intervening or superseding
5 cause, duress, estoppel, failure of consideration, mistake, fraud, illegality,
6 laches, license, payment, release, res judicata, unclean hands, statute of
7 frauds, lack of subject matter jurisdiction, waiver, and any other matter
8 considered an affirmative defense under Arizona Civil Procedure Rules
9 8(c). The Fire District raises these additional affirmative defenses at this
10 time to prevent any waiver and because this case is only just begun.

11 CROSS-CLAIMS

12 Factual Allegations

13 31. Cross-claimant Northwest Fire District is a special taxing district created by the
14 Pima County Board of Supervisors to provide fire prevention, emergency services, training,
15 and education to residents who reside within the district.

16 32. Upon information and belief, cross-defendant Syndistar, Inc. is a Louisiana
17 corporation that designed, manufactured, sold, or otherwise placed into the stream of
18 commerce, in Arizona, a plastic fire hat, commonly referred to in this case as "the Syndistar
19 Hat."

20 33. On March 24, 2016, Plaintiffs Joseph Divijak and Andrea Divijak, for and on
21 behalf of themselves and their minor child, Rori Divijak, filed a First Amended Complaint
22 asserting product liability and negligence claims against the Fire District for damages related to
23 injuries allegedly sustained from the Syndistar Hat.

24 34. The Plaintiffs claim that the Syndistar Hat injured Rori Divijak when the hat's
25 elastic strap became dislodged, snapped up, and struck Rori Divijak in her right eye.
26

1 35. The Plaintiffs allege that the Fire District is liable as a distributor of the Syndistar
2 Hat.

3 36. The Fire District denies the Plaintiffs' allegation that it was a distributor of the
4 Syndistar Hat. However, to the extent a Court or jury concludes otherwise, the condition of the
5 Syndistar Hat remained substantially unchanged from the time Syndistar manufactured or sold
6 it and to the time it allegedly caused injuries to Rori Divijak.

7 37. Further, to the extent a Court or jury concludes that the Fire District distributed
8 the Syndistar Hat, the Fire District was unaware of any defects in the hat or any warnings and
9 instructions accompanying it, and had no reason to believe that such defects might exist.

10 **Cross-Claim I – Statutory Indemnity**

11 38. The Fire District incorporates each of the preceding paragraphs as if fully set
12 forth herein.

13 39. On April 14, 2016, and pursuant to A.R.S. § 12-684, the Fire District tendered its
14 defense and demanded indemnity from Syndistar with respect to the claims that the Plaintiffs
15 assert against the Fire District in the First Amended Complaint.

16 40. Syndistar has refused to accept the tender demand from the Fire District.

17 41. To the extent any judgment is entered against the Fire District in this action, the
18 Fire District is entitled to statutory indemnity from Syndistar.

19 42. Syndistar is also statutorily required to reimburse the Fire District for its
20 reasonable attorneys' fees and costs incurred to defend against the claims alleged in the First
21 Amended Complaint.

22 **Cross-Claim II – Equitable Indemnity**

23 43. The Fire District incorporates each of the preceding paragraphs as if fully set
24 forth herein.

25 44. If a Court or jury concludes that the Fire District is liable or responsible for the
26 claims alleged in the First Amended Complaint, it will be solely due to the conduct of

Syndistar. The Fire District is therefore entitled to equitable indemnity from Syndistar for any such liability or responsibility.

45. The Fire District has also incurred, and will continue to incur, attorneys' fees and costs to defend against the claims alleged in the First Amended Complaint. The Fire District is therefore also entitled to equitable indemnity from Syndistar for these fees and costs.

Cross-Claim III – Implied Warranty

46. The Fire District incorporates each of the preceding paragraphs as if fully set forth herein.

47. If a Court or jury concludes that Syndistar sold the Syndistar Hat to the Fire District, Syndistar impliedly warranted to the Fire District that the Hat was fit and safe for its intended purpose.

48. Syndistar also impliedly agreed to indemnify the Fire District for any liability that might arise due to the breach of this implied warranty.

49. To the extent a Court or jury concludes that the Fire District is liable for any claims alleged in the First Amended Complaint, Syndistar is liable to the Fire District for breach of its implied warranty.

Jury Trial Demand

50. The Fire District demands a jury trial on all cross-claims that support such a demand.

Relief Sought

51. The Fire District requests that this Court grant the following relief:

- A. Enter judgment in the Fire District's favor and against Syndistar;
- B. Award damages to the Fire District and against Syndistar in an amount equal to any liability that is found against the Fire District and the fees and

1 costs that the Fire District incurred to defend against the claims alleged in
2 the First Amended Complaint; and

3 C. Any other relief that this Court deems appropriate.
4

5 Dated this 15th day of April 2016.

6 GRAIF BARRETT & MATURA, P.C.
7

8
9 By: /s/ Jeffrey C. Matura
10 Jeffrey C. Matura
11 Melissa J. England
12 1850 North Central Avenue, Suite 500
13 Phoenix, Arizona 85004
14 Attorneys for Defendant and Cross-
15 Claimant Northwest Fire District
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20
21
22
23
24
25
26

1 ORIGINAL of the foregoing filed
2 this 15th day of April 2016 with:

3 Clerk of the Court
4 Pima County Superior Court

5 COPY of the foregoing mailed
6 the same day to:

7 Robert J. Forman
8 Dix & Forman, P.C.
9 2606 East 10th Street
10 P.O. Box 43517
11 Tucson, Arizona 85733
12 Attorneys for Plaintiffs

13 Cassandra Meyer
14 Richard Mear
15 The Cavanagh Law Firm
16 1850 North Central Avenue, Suite 2400
17 Phoenix, Arizona 85004
18 Attorneys for Defendant Desert Son Community Church

19 Greg Fox, Statutory Agent
20 Syndistar, Inc.
21 52 Mistletoe Drive
22 Covington, Louisiana 70433
23 Defendant and Cross-Defendant

24 /s/ Carolyn Harrington

25 Carolyn Harrington
26 4833-1209-7072



Northwest Fire District Governing Board

5225 West Massingale Rd.
Tucson, AZ 85743

7.B

SCHEDULED

MEMORANDUM NO. 2016-56

Date: April 26, 2016
To: Governing Board
From: Brad Bradley, Assistant Chief
Type of Action: Information Only
Agenda Item: Presentation and Discussion of Proposed Fire/Rescue Budget for Fiscal Year 2016-2017

FIRE / RESCUE BUDGET DETAILS

The following chart depicts the Fire/Rescue budget, otherwise known as the "OPS" budget. This chart details the actual personnel expenses for FY14-15, what is currently budgeted this FY, and what is being proposed for FY16-17:

FIRE / RESCUE BUDGET	Actuals	Current Bud	Proposed
Personnel Only	FY 2014 / 2015	FY 2015 / 2016	FY 2016 / 2017
Hourly	10,010,385.51	8,411,108.00	10,034,031.02
Holiday Pay	244,400.70	252,569.00	266,935.68
Overtime-Unscheduled	1,253,420.42	757,359.00	1,277,919.05
PTO Paid Out	344,510.12	195,703.00	347,366.57
PTO Reserve		83,873.00	
Medical Insurance	1,747,084.07	1,357,315.00	1,783,235.50
Dental Insurance	66,842.23	58,612.00	82,394.82
Vision Insurance	14,312.16	12,312.00	16,176.00
PSPRS Cancer Insurance	8,450.00	30,800.00	8,425.00
Life Insurance	8,642.12	8,550.00	10,110.00
STD Insurance	29,094.83	39,949.00	40,549.26
Medicare	162,282.46	120,972.00	172,930.66
PSPRS	1,999,396.29	1,927,023.00	2,487,144.66
Workers Compensation	501,439.43	505,199.00	622,550.37
Deferred Compensation	46,550.47	53,651.00	
PEHP	118,994.16	120,000.00	119,262.52
TOTAL COST	16,555,804.97	13,934,995.00	17,269,031.10

You'll note there is a large increase in hourly personnel costs between the current and proposed budgets. These increases are due to several factors. The first factor is the number of personnel, 10 in total, that are no longer funded through the SAFER grant award that now must be budgeted in the Fire/Rescue budget. There are two (2) members still funded through SAFER, which will be reflected on FY17-18's budget.

The second factor pertains to the realignment of \$1,763,062 in existing personnel capacity from the Ambulance Fund into Fire/Rescue for FY16-17. This capacity was removed from the Fire/Rescue budget at the beginning of the current FY and placed into the Ambulance fund. The proposed budget reflects a realignment of these personnel to include associated benefits back into the Fire/Rescue budget proposed for FY16-17. This is not a cost increase, rather a realignment of existing funds consistent with the actual budget for FY14-15.

OVERTIME

The large increase in budgeted overtime is a new cost, and is directly attributed to vacancies resulting from retirement or separation, as well as the number of personnel out for extended periods on injury or military duty, among other things. The proposed budget total is a reflection of historical utilization that is obviously amplified by the lack of an effective rover pool.

There are 13 funded vacancies within the current Fire/Rescue budget that will not be filled until, at the earliest, midway through the next FY. The unused hourly capacity associated with these vacancies has had a moderating effect on the combined percentages of hourly and unscheduled overtime capacity. However, the unused hourly capacity does not balance the overtime gap resulting from these vacant positions. The following chart demonstrates this fact:

Hourly Percentages				Unsch. OT Percentages				Combined Percentages				% of Year
Remaining	Diff	Spent	Of Year	Remaining	Diff	Spent	Of Year	Remaining	Diff	Spent	Of Year	- % Spent
29.39%	7.77%	70.61%	75.00%	-79.02%	21.17%	179.02%	75.00%	21.88%	8.70%	78.12%	75.00%	-3.12%
Current Budget		Hourly =	8,411,108.00	Unsch. OT =		757,359.00		Total =		10,931,529.00		
		Ambulance Hourly =	1,763,062.00									
		Total =	10,174,170.00	July = 3 pay days of which 2 are OT								

Analysis has been performed on the utilization of overtime in determining the proposed budget, as well as in determining a request for an authorized force strength to assure constant staffing and fiscal conservancy.

The following chart demonstrates the various activities where overtime hours are expended throughout Operational Services, and what percent of the total overtime budget is utilized for each:

Description	Percent	Count	Hours
OT - Wildland & CB (WLCBOT)	7.01	302	4,692.25
OT - Committees & Meetings (CMOT)	0.58	97	386.00
OT - Comp Time Earned (COOT)	0.04	4	28.00
OT - EMS (EMOT)	5.10	400	3,418.75
OT - BC Flat Rate (BCOT)	2.57	93	1,719.00
OT - Fire Rescue (FROT)	80.46	3,351	53,890.25
OT - Physicals (FROT)	0.95	160	639.00
OT - Health & Safety (HSOT)	0.08	10	53.50
OT - Haz Mat (HZOT)	0.81	55	542.00
OT - Prevention (PROT)	0.44	93	293.00
OT - PIO (PIOT)	0.36	82	242.00
OT - Training (TrnOT)	0.55	47	369.50
OT - TRT (TROT)	0.76	99	511.00
OT - TRT Grant (TGrant)	0.29	25	197.00
			Total: 66981.25

Specifically within the Fire/Rescue overtime line (FROT), the following chart details the areas of utilization within this particular line, to include the associated costs with each over a one (1) year period:

Description	Percent	Hours	Total
OT - Administrative	0.5%	269.45	\$8,762.22
OT - BC Flat Rate	0.0%		\$0.00
OT - Bereavement	1.1%	642.00	\$20,877.14
OT - Committees & Meetings	0.7%	386.00	\$12,552.30
OT - Comp Time Earned	0.0%	28.00	\$910.53
OT - Court / Depositions	0.0%	0.00	\$0.00
OT - Extra Staffing	0.7%	400.00	\$13,007.57
OT - Honor Guard / Pipes & Drums	0.2%	120.00	\$3,902.27
OT - Industrial	15.7%	8,891.89	\$289,154.62
OT - Jury Duty	0.1%	29.50	\$959.31
OT - Light Duty	6.6%	3,718.42	\$120,918.99
OT - Military	6.3%	3,556.75	\$115,661.65
OT - Misc	5.5%	3,131.36	\$101,828.43
OT - Outside Agency Assist	0.3%	150.00	\$4,877.84
OT - Physicals	1.1%	639.00	\$20,779.59
OT - PTO Coverage	60.3%	34,190.38	\$1,111,834.10
OT - PTO Bank Deduction	0.3%	151.50	\$4,926.62
OT - Special Events	0.6%	358.00	\$11,641.77
Total	100.0%	56,662.25	\$1,842,594.95

In order to dive further into the details, a review of the overtime consumption per position within the Fire/Rescue budget was necessary. The following chart illustrates the percentage of OT utilization for each position within operations:

	Average OT Rate	# of Positions	% of Positions	Hours	Total	% of Total Cost
Battalion Chief	40.000	6	3.6%	2039.84	81,593.64	4.43%
EMS Captain	41.505	3	1.8%	1019.92	42,331.80	2.30%
Captain	40.095	19	11.4%	6459.50	258,993.51	14.06%
Captain / PM	41.535	12	7.3%	4136.34	171,803.06	9.32%
Engineer	32.979	33	19.9%	11275.79	371,864.20	20.18%
Engineer / PM	38.385	1	0.6%	339.97	13,049.88	0.71%
Paramedic	31.756	46	27.7%	15695.44	498,424.50	27.05%
Firefighter	25.774	46	27.7%	15695.44	404,534.35	21.95%
Totals		166	100.0%	56662.25	\$1,842,594.95	100.0%

NOTE - Battalion Chiefs are currently funded in a separate budget (BC Budget) as well as the EMS Captains (EMS). As it relates specifically to the FROT line, the percentage of utilization per position is as follows:

- Captain: 23%
- Engineer: 22%
- Paramedic: 29%
- Firefighter: 26%

It is nearly impossible given limitations with our current data collection systems to identify much more detail associated with these OT percentages. We're unable to identify what percentage of this OT consumption for each position was actually spent filling the same or a different position classification. For example, if a Paramedic acts up into a Captains position on OT that would reflect increased Paramedic overtime as opposed to a lack of available Captains.

STAFFING CALCULATOR

In order to better understand the ongoing personnel needs of the District, leave percentages must be calculated in addition to overtime utilization per position.

As has been mentioned at previous meetings, the District has employed the resources of Heinfeld, Meech & Company to work on an analysis of staffing in order to determine the most advantageous time to hire new staff, as well as how many to hire. According to the model we are filling an average of 7.3 FTE's of leave on overtime (13% of total) every day. Utilizing an acceptable overtime percentage of 5% yields a decision to hire 17 additional firefighters.

However, embedded in this calculation are a couple of key assumptions:

- The model is based upon historical policies and utilization
- The model does not take into account mid-year hiring, so the costing is estimated predicated upon a full-year.

The calculator is accurate in terms of historical leave %, but the updated version which determines the positional make-up (i.e ranks) for what would be needed in the rover pool is still limited and must be determined by staff at this time.

A further limitation of the model is that it does not take into consideration budget constraints of the District. Despite the assumptions and limitations, it is clear the model validates the recommendation to hire additional firefighters to maintain constant staffing and constrain overtime.

AUTHORIZED FORCE STRENGTH

To mitigate the impact associated with the District's personnel needs, the proposed budget provides necessary funding to set an authorized force strength within the Fire/Rescue budget. Staff has determined through this assessment, as well as that of the staffing calculator, the authorized force strength should be 175 FTE's consisting of various positions. At the conclusion of this fiscal year, our staffing will equal 162 FTE's leaving a gap of 13 FTE's which are contained in the proposed budget.

The force authorization allows for each Engine/Ladder Company to be constantly staffed with four (4) personnel consisting of a Captain, Engineer, Paramedic, and Firefighter. It allows for each Rescue to be staffed with two (2) Paramedics, one (1) of which will function as a rover that can backfill Paramedic vacancies elsewhere, and be backfilled with a Firefighter from a dedicated rover pool. The total personnel count simply to maintain this level of staffing daily is 154 FTE's.

The authorized force strength also creates a rover pool which will consist of one (1) Captain, one (1) engineer, and five (5) firefighters per shift, or a total of 21 personnel - this would bring the total force strength to 175 FTE's.

The minimum numbers and cost of personnel per position, based on the total number of units constantly and currently deployed, in addition to a dedicated rover pool is as follows:

- Engine Captains: 31 \$3,886,694.80
- Rover Captains: 3 \$345,739.13
- Engineers: 31 \$3,308,497.23
- Rover Engineers: 3 \$276,117.44
- Paramedics: 61 \$6,014,342.14
- Firefighters: 31 \$2,627,332.02
- Rover Firefighters: 15 \$810,308.33
- **Total FTE's/Cost: 175 \$17,269,031.09**

NOTE: The cost does not include two (2) personnel (1 Paramedic and 1 Firefighter) being

funded by SAFER for an additional year for a total of \$171,885.23. These personnel will be reflected in the FY17-18 budget. Staff has budgeted capacity within the Training budget to hold an academy in FY16-17 to fill these much needed vacancies.

District staff feels that by increasing the overtime line based on actual utilization patterns, as well as hiring to fill currently vacancies noting at best they will be available for utilization mid FY, cost savings can and will be realized given the difference between paying regular time (1.0) versus paying overtime (1.5).

Provided approval of the requested authorized force strength is granted, District staff believes that vacancies can be filled in a timelier and more consistent manner year over year. As a result, along with other changes being contemplated for the meet and confer process with Local #3572, there will be much less of a need to budget overtime at the current rate of utilization in the future.



Northwest Fire District Governing Board

5225 West Massingale Rd.
Tucson, AZ 85743

7.C

SCHEDULED

MEMORANDUM NO. 2016-57

Date: April 26, 2016
To: Governing Board
From: Dave Gephart, Finance Director
Type of Action: Formal Action/Motion
Agenda Item: Presentation, Discussion and Possible Action on Draft 2016-17 Zero-Based Budget Package

RECOMMENDATION:

N/A

MOTIONS:

1. Move to utilize capital reserve funds in the amount of \$279,676 to cover current budget deficit.
2. Move to authorize a step increase for all eligible staff for the upcoming fiscal year and further move to fund the step through an increase to the tax levy.
3. Move to authorize additional support positions in the amount of \$255,000 and further move to fund the positions through an increase to the tax levy.

DISCUSSION:

Attached are the most current versions of budget documents for the upcoming fiscal year. As mentioned at the last meeting, District staff have been moving back toward a baseline-type approach in attempting to reduce a \$1.2 million shortfall. As currently stands, the budget remains \$279,676 out of balance. There are several ways to deal with this shortfall:

1. Reduce capital transfer out of General Fund, and augment capital purchases with capital reserve
2. Reduce contingency (essentially accepting to spend down operational reserves to cover shortfall)
3. Continue making cuts to budget
4. Increase tax levy/rate

My recommendation as stated in a motion above, is to augment budgeted capital purchases with capital reserve funds. This option keeps operational reserves intact, but comes at the cost of further depleting capital reserves by reducing its balance to \$927,817. This option also protects the taxpayer for the upcoming year.

While not recommended by staff, a step increase for next year has been calculated but not included in the attached budget for Governing Board consideration. The partial year implementation cost of a step would be approximately \$321,575 (Full year cost: \$643,150). All of the options discussed above to cover the \$279,676 shortfall are available to cover a step increase as well. A suggested motion is included above, should the Board desire to award a step increase to staff next fiscal year. However, my recommendation with a step is for the Board to fund through an increase to the tax levy and not further deplete District reserve funds.

Finally, as with the step increase not being included in the attached budget document, neither is any additional support positions included. A suggested motion has been included above for the consideration of the Governing Board. The fully loaded cost of \$255,000 for the positions is recommended by staff to be funded again through an increase to the tax levy. This would support an additional Deputy Chief and Business Manager.

A penny on the tax rate is approximately \$100,000 in additional revenue to the District. In applying this to the step increase, the step would raise the tax rate by a little over \$.03. Similarly, the additional support positions would raise the tax rate by about \$.025 Cents. The total potential tax rate impact would be about \$.06. Currently, the District operational tax rate sits at \$2.6086. The step increase and additional support positions fund through the tax levy would increase the rate to approximately \$2.6686.

FISCAL IMPACT:

As attached

ALTERNATIVES:

N/A

ATTACHMENTS:

- ZBB 4 26 16 (PDF)

**FORM
LB-1****NORTHWEST FIRE DISTRICT NOTICE OF BUDGET HEARING**

A budget hearing of the Northwest Fire District Governing Board will be held on Tuesday, June 28, 2016, at 6:00 P.M., at 5125 W. Camino De Fuego Road, Marana, Arizona. The purpose of this hearing will be to discuss and formally adopt the budget for the fiscal year beginning July 1, 2016. Written comments on the proposed budget may be submitted to the Northwest Fire District Administration Facility at 5225 W. Massingale Road, Tucson, AZ, before 5:00 P.M. on June 28, 2016. A summary of the proposed budget is presented below. A copy of the budget may be inspected or obtained at 5225 W. Massingale Road, Tucson, Arizona 85743 between the hours of 8:00 A.M. and 5:00 P.M. This budget is for: X Annual Period 2-Year Period

County	City	Chairperson of Governing Body	Telephone Number
Pima	Tucson	George Carter	520-887-1010

PROPOSED BUDGET SUMMARY

TOTAL OF ALL FUNDS		Adopted Budget This Year 2015-2016	Proposed Budget Next Year 2016-2017
Anticipated Requirements	1. Total Personal Services (Less Fire Chief's Salary).....	23,732,273	24,815,581
	2. Fire Chief's Salary.....	-	-
	3. Total Materials and Supplies	8,853,118	8,382,339
	4. Total Capital Outlay	4,086,690	1,908,000
	5. Total Debt Service	3,018,271	3,014,322
	6. Total Transfers Out.....	3,427,050	1,895,000
	7. Total Contingencies	10,127,172	9,065,000
	8. Total Reserves and Special Payments.....	1,207,493	1,207,493
	9. Total Unappropriated Ending Fund Balance	1,150,000	2,150,000
	10. Total Requirements - add Lines 1 through 9	55,602,067	52,437,735
Anticipated Resources	11. Carryover Funds.....	12,093,618	10,207,493
	12. Total Transfers In.....	3,427,050	1,895,000
	13. Debt Issuance Proceeds.....	-	-
	14. Total Revenues Except Property Taxes.....	11,123,988	10,011,244
	15. Total Property Taxes Estimated to be Received	28,957,411	30,044,322
	16. Total Resources - add Lines 11 through 15	55,602,067	52,158,059
Estimated Ad Valorem Property Taxes	17. Total Property Taxes Estimated to be Received (line 15)	28,957,411	30,044,322
	18. Plus: Estimated Property Taxes Not To Be Received		
	A. Loss Due to Constitutional Limits		
	B. Discounts Allowed, Other Uncollected Amounts		
	19. Total Tax Levied	28,957,411	30,044,322

Publish June 1, 2016 - Arizona Daily Star

FORM
LB-2FUNDS NOT REQUIRING A
PROPERTY TAX TO BE LEVIED

Publish ONLY completed portion of this page. Total Anticipated Requirements must equal Total Resources

Wildland Fund (200)	Actual Data Last Year 2014-15	Adopted Budget This year 2015-16	Proposed Budget Next Year 2016-17
1. Total Personal Services.....	932,758	151,300	178,364
2. Total Materials and Services.....	277,717	48,700	58,380
3. Total Capital Outlay.....	-	-	-
4. Total Debt Service.....	-	-	-
5. Total Transfers Out.....	-	-	-
6. Total Contingencies.....	-	-	-
7. Total Reserves and Special Payments.....	-	-	-
8. Total Unappropriated Ending Fund Balance.....	394,014	-	-
9. Total Requirements.....	1,604,489	200,000	236,744
10. Carryover Funds.....	126,524	-	-
11. Transfers In.....	-	-	-
12. Debt Issuance Proceeds.....	-	-	-
13. Total Revenues Except Property Taxes.....	1,477,965	200,000	236,744
14. Total Resources Except Property Taxes.....	1,604,489	200,000	236,744
Capital Improvements Fund (400)	Actual Data Last Year 2014-15	Adopted Budget This year 2015-16	Proposed Budget Next Year 2016-17
1. Total Personal Services.....	-	-	-
2. Total Materials and Services.....	232	-	-
3. Total Capital Outlay.....	2,129,172	3,987,050	1,895,000
4. Total Debt Service.....	-	-	-
5. Total Transfers Out.....	-	-	-
6. Total Contingencies.....	-	-	1,065,000
7. Total Reserves and Special Payments.....	-	-	-
8. Total Unappropriated Ending Fund Balance.....	2,086,620	-	-
9. Total Requirements.....	4,216,024	3,987,050	2,960,000
10. Carryover Funds.....	2,580,925	500,000	1,000,000
11. Transfers In.....	1,500,000	3,427,050	1,895,000
12. Debt Issuance Proceeds.....	-	-	-
13. Total Revenues Except Property Taxes.....	135,099	60,000	65,000
14. Total Resources Except Property Taxes.....	4,216,024	3,987,050	2,960,000
Medical Self-insurance Fund (110)	Actual Data Last Year 2014-15	Adopted Budget This year 2015-16	Proposed Budget Next Year 2016-17
1. Total Personal Services.....	-	-	-
2. Total Materials and Services.....	2,419,323	3,250,000	3,250,000
3. Total Capital Outlay.....	-	-	-
4. Total Debt Service.....	-	-	-
5. Total Transfers Out.....	-	-	-
6. Total Contingencies.....	-	-	-
7. Total Reserves and Special Payments.....	-	-	-
8. Total Unappropriated Ending Fund Balance.....	2,038,829	1,000,000	2,000,000
9. Total Requirements.....	4,458,152	4,250,000	5,250,000
10. Carryover Funds.....	1,284,406	1,000,000	2,000,000
11. Transfers In.....	-	-	-
12. Debt Issuance Proceeds.....	-	-	-
13. Total Revenues Except Property Taxes.....	3,173,746	3,250,000	3,250,000
14. Total Resources Except Property Taxes.....	4,458,152	4,250,000	5,250,000

FORM
LB-2FUNDS NOT REQUIRING A
PROPERTY TAX TO BE LEVIED

Publish ONLY completed portion of this page. Total Anticipated Requirements must equal Total Resources

Capital Reserve Fund (450)	Actual Data Last Year 2014-15	Adopted Budget This year 2015-16	Proposed Budget Next Year 2016-17
1. Total Personal Services.....	-	-	-
2. Total Materials and Services.....	-	-	-
3. Total Capital Outlay.....	-	-	-
4. Total Debt Service.....	-	-	-
5. Total Transfers Out.....	-	886,125	-
6. Total Contingencies.....	-	-	-
7. Total Reserves and Special Payments.....	-	1,207,493	1,207,493
8. Total Unappropriated Ending Fund Balance.....	-	-	-
9. Total Requirements.....	-	2,093,618	1,207,493
10. Carryover Funds.....	2,093,618	2,093,618	1,207,493
11. Transfers In.....	-	-	-
12. Debt Issuance Proceeds.....	-	-	-
13. Total Revenues Except Property Taxes.....	-	-	-
14. Total Resources Except Property Taxes.....	2,093,618	2,093,618	1,207,493
Grant & Contracts Fund (480)	Actual Data Last Year 2014-15	Adopted Budget This year 2015-16	Proposed Budget Next Year 2016-17
1. Total Personal Services.....	634,176	-	-
2. Total Materials and Services.....	29,125	-	-
3. Total Capital Outlay.....	43,399	-	-
4. Total Debt Service.....	-	-	-
5. Total Transfers Out.....	-	-	-
6. Total Contingencies.....	-	2,500,000	3,000,000
7. Total Reserves and Special Payments.....	-	-	-
8. Total Unappropriated Ending Fund Balance.....	1,199,312	-	-
9. Total Requirements.....	1,906,012	2,500,000	3,000,000
10. Carryover Funds.....	1,113,190	1,000,000	1,000,000
11. Transfers In.....	-	-	-
12. Debt Issuance Proceeds.....	-	-	-
13. Total Revenues Except Property Taxes.....	792,822	1,500,000	2,000,000
14. Total Resources Except Property Taxes.....	1,906,012	2,500,000	3,000,000
Ambulance Fund (300)	Actual Data Last Year 2014-15	Adopted Budget This year 2015-16	Proposed Budget Next Year 2016-17
1. Total Personal Services.....	-	2,452,301	-
2. Total Materials and Services.....	-	1,218,375	-
3. Total Capital Outlay.....	-	87,640	-
4. Total Debt Service.....	-	-	-
5. Total Transfers Out.....	-	-	-
6. Total Contingencies.....	-	127,172	-
7. Total Reserves and Special Payments.....	-	-	-
8. Total Unappropriated Ending Fund Balance.....	-	-	-
9. Total Requirements.....	-	3,885,488	-
10. Carryover Funds.....	-	-	-
11. Transfers In.....	-	-	-
12. Debt Issuance Proceeds.....	-	-	-
13. Total Revenues Except Property Taxes.....	-	3,885,488	-
14. Total Resources Except Property Taxes.....	-	3,885,488	-

FORM
LB-3FUNDS REQUIRING A
PROPERTY TAX TO BE LEVIED

Publish ONLY completed portion of this page.

General Fund	Actual Data Last Year 2014-15	Adopted Budget This year 2015-16	Proposed Budget Next Year 2016-17
1. Total Personal Services.....	23,464,809	21,128,672	24,637,217
2. Total Materials and Services.....	3,818,776	4,331,043	5,068,959
3. Total Capital Outlay.....	5,966	12,000	13,000
4. Total Debt Service.....	-	-	-
5. Total Transfers Out.....	1,500,000	2,540,925	1,895,000
6. Total Contingencies.....		7,500,000	5,000,000
7. Total Reserves and Special Payments.....	-	-	-
8. Total Unappropriated Ending Fund Balance.....	6,396,199	-	-
9. Total Requirements.....	35,185,750	35,512,640	36,614,176
10. Carryover Funds.....	7,826,602	7,500,000	5,000,000
11. Transfers In.....	-	-	-
12. Debt Issuance Proceeds.....	-	-	-
13. Total Revenues Except Property Taxes.....	2,865,344	2,088,500	4,319,500
14. Total Resources Except Property Taxes.....	10,691,946	9,588,500	9,319,500
15. Property Taxes Estimated to Be Received.....	24,493,804	25,924,140	27,015,000
16. Total Resources (add lines 14 and 15).....	35,185,750	35,512,640	36,334,500
17. Property Taxes Estimated to be Received (line 15).....		25,924,140	27,015,000
18. Estimated Property Taxes Not to be Received.....			
A. Loss Due to Constitutional Limit.....		-	-
B. Discounts, Other Uncollected Amounts.....		-	-
19. Total Tax Levied		25,924,140	27,015,000

General Obligation Bond Fund	Actual Data Last Year 2014-15	Adopted Budget This year 2015-16	Proposed Budget Next Year 2016-17
1. Total Personal Services.....	-	-	-
2. Total Materials and Services.....	3,220	5,000	5,000
3. Total Capital Outlay.....	-	-	-
4. Total Debt Service.....	4,025,279	3,018,271	3,014,322
5. Total Transfers Out.....	-	-	-
6. Total Contingencies.....		-	-
7. Total Reserves and Special Payments.....	-	-	-
8. Total Unappropriated Ending Fund Balance.....	982,237	150,000	150,000
9. Total Requirements.....	5,010,736	3,173,271	3,169,322
10. Carryover Funds.....	1,752,040	-	-
11. Transfers In.....	-	-	-
12. Debt Issuance Proceeds.....	-	-	-
13. Total Revenues Except Property Taxes.....	263,990	140,000	140,000
14. Total Resources Except Property Taxes.....	2,016,030	140,000	140,000
15. Property Taxes Estimated to Be Received.....	2,994,706	3,033,271	3,029,322
16. Total Resources (add lines 14 and 15).....	5,010,736	3,173,271	3,169,322
17. Property Taxes Estimated to be Received (line 15).....		3,033,271	3,029,322
18. Estimated Property Taxes Not to be Received.....			
A. Loss Due to Constitutional Limit.....		-	-
B. Discounts, Other Uncollected Amounts.....		-	-
19. Total Tax Levied		3,033,271	3,029,322

FORM
LB-4SUMMARY OF ORGANIZATION
UNIT/PROGRAM BY FUND

Publish ONLY completed portion of this page.

General Fund

Name of Unit/Program/Department	Actual Data Last Year 2014-15	Adopted Budget This year 2015-16	Proposed Budget Next Year 2016-17
Fire Chief (1200)			
1. Total Personal Services.....	229,476	225,819	235,594
2. Total Materials and Services.....	12,308	18,800	18,800
3. Total Capital Outlay.....	-	-	-
4. Total Debt Service.....	-	-	-
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Reserves and Special Payments.....	-	-	-
8. Total Unappropriated Ending Fund Balance.....			
9. Total Requirements.....	241,784	244,619	254,394

Name of Unit/Program/Department	Actual Data Last Year 2014-15	Adopted Budget This year 2015-16	Proposed Budget Next Year 2016-17
Fire Ops - Admin (1220)			
1. Total Personal Services.....	332,484	344,378	354,384
2. Total Materials and Services.....	7,703	12,500	12,500
3. Total Capital Outlay.....	-	-	-
4. Total Debt Service.....	-	-	-
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Reserves and Special Payments.....	-	-	-
8. Total Unappropriated Ending Fund Balance.....			
9. Total Requirements.....	340,187	356,878	366,884

Name of Unit/Program/Department	Actual Data Last Year 2014-15	Adopted Budget This year 2015-16	Proposed Budget Next Year 2016-17
Administration (1230)			
1. Total Personal Services.....	190,410	205,708	178,741
2. Total Materials and Services.....	313,869	415,613	439,737
3. Total Capital Outlay.....	-	-	-
4. Total Debt Service.....	-	-	-
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Reserves and Special Payments.....	-	-	-
8. Total Unappropriated Ending Fund Balance.....			
9. Total Requirements.....	504,279	621,321	618,478

Name of Unit/Program/Department	Actual Data Last Year 2014-15	Adopted Budget This year 2015-16	Proposed Budget Next Year 2016-17
Human Resources (1240)			
1. Total Personal Services.....	371,783	378,718	383,216
2. Total Materials and Services.....	47,388	90,015	92,950
3. Total Capital Outlay.....	-	-	-
4. Total Debt Service.....	-	-	-
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Reserves and Special Payments.....	-	-	-
8. Total Unappropriated Ending Fund Balance.....			
9. Total Requirements.....	419,171	468,733	476,166

FORM
LB-4SUMMARY OF ORGANIZATION
UNIT/PROGRAM BY FUND

Publish ONLY completed portion of this page.

General Fund

Name of Unit/Program/Department	Actual Data Last Year 2014-15	Adopted Budget This year 2015-16	Proposed Budget Next Year 2016-17
Finance (1250)			
1. Total Personal Services.....	374,942	467,014	476,258
2. Total Materials and Services.....	74,904	38,130	40,315
3. Total Capital Outlay.....	-	-	-
4. Total Debt Service.....	-	-	-
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Reserves and Special Payments.....	-	-	-
8. Total Unappropriated Ending Fund Balance.....			
9. Total Requirements.....	449,846	505,144	516,573

Name of Unit/Program/Department	Actual Data Last Year 2014-15	Adopted Budget This year 2015-16	Proposed Budget Next Year 2016-17
Community Affairs (1280)			
1. Total Personal Services.....	124,479	145,135	145,194
2. Total Materials and Services.....	43,255	60,720	59,020
3. Total Capital Outlay.....	-	-	-
4. Total Debt Service.....	-	-	-
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Reserves and Special Payments.....	-	-	-
8. Total Unappropriated Ending Fund Balance.....			
9. Total Requirements.....	167,734	205,855	204,214

Name of Unit/Program/Department	Actual Data Last Year 2014-15	Adopted Budget This year 2015-16	Proposed Budget Next Year 2016-17
Prevention/Life Safety (2100)			
1. Total Personal Services.....	881,252	1,070,314	949,763
2. Total Materials and Services.....	57,521	83,178	73,572
3. Total Capital Outlay.....	-	-	-
4. Total Debt Service.....	-	-	-
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Reserves and Special Payments.....	-	-	-
8. Total Unappropriated Ending Fund Balance.....			
9. Total Requirements.....	938,773	1,153,492	1,023,335

Name of Unit/Program/Department	Actual Data Last Year 2014-15	Adopted Budget This year 2015-16	Proposed Budget Next Year 2016-17
Health & Safety (2250)			
1. Total Personal Services.....	4,282	7,717	-
2. Total Materials and Services.....	23,200	25,800	37,400
3. Total Capital Outlay.....	5,966	12,000	13,000
4. Total Debt Service.....	-	-	-
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Reserves and Special Payments.....	-	-	-
8. Total Unappropriated Ending Fund Balance.....			
9. Total Requirements.....	33,448	45,517	50,400

FORM
LB-4SUMMARY OF ORGANIZATION
UNIT/PROGRAM BY FUND

Publish ONLY completed portion of this page.

General Fund

Name of Unit/Program/Department	Actual Data Last Year 2014-15	Adopted Budget This year 2015-16	Proposed Budget Next Year 2016-17
Behavioral Health (2300)			
1. Total Personal Services.....	173,153	174,048	178,265
2. Total Materials and Services.....	6,323	3,975	10,525
3. Total Capital Outlay.....	-	-	-
4. Total Debt Service.....	-	-	-
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Reserves and Special Payments.....	-	-	-
8. Total Unappropriated Ending Fund Balance.....			
9. Total Requirements.....	179,476	178,023	188,790

Name of Unit/Program/Department	Actual Data Last Year 2014-15	Adopted Budget This year 2015-16	Proposed Budget Next Year 2016-17
Training (3100)			
1. Total Personal Services.....	561,072	314,789	433,535
2. Total Materials and Services.....	151,840	183,273	297,314
3. Total Capital Outlay.....	-	-	-
4. Total Debt Service.....	-	-	-
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Reserves and Special Payments.....	-	-	-
8. Total Unappropriated Ending Fund Balance.....			
9. Total Requirements.....	712,912	498,062	730,849

Name of Unit/Program/Department	Actual Data Last Year 2014-15	Adopted Budget This year 2015-16	Proposed Budget Next Year 2016-17
Fire Operations - Battalion Chiefs (3110)			
1. Total Personal Services.....	1,343,269	1,796,862	1,712,019
2. Total Materials and Services.....	13,366	27,800	18,750
3. Total Capital Outlay.....	-	-	-
4. Total Debt Service.....	-	-	-
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Reserves and Special Payments.....	-	-	-
8. Total Unappropriated Ending Fund Balance.....			
9. Total Requirements.....	1,356,635	1,824,662	1,730,769

Name of Unit/Program/Department	Actual Data Last Year 2014-15	Adopted Budget This year 2015-16	Proposed Budget Next Year 2016-17
Technical Rescue Team (3210)			
1. Total Personal Services.....	-	-	-
2. Total Materials and Services.....	-	14,850	13,200
3. Total Capital Outlay.....	-	-	-
4. Total Debt Service.....	-	-	-
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Reserves and Special Payments.....	-	-	-
8. Total Unappropriated Ending Fund Balance.....			
9. Total Requirements.....	-	14,850	13,200

FORM
LB-4SUMMARY OF ORGANIZATION
UNIT/PROGRAM BY FUND

Publish ONLY completed portion of this page.

General Fund

Name of Unit/Program/Department	Actual Data Last Year 2014-15	Adopted Budget This year 2015-16	Proposed Budget Next Year 2016-17
Hazmat (3220)			
1. Total Personal Services.....	-	-	-
2. Total Materials and Services.....	-	10,750	14,500
3. Total Capital Outlay.....	-	-	-
4. Total Debt Service.....	-	-	-
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Reserves and Special Payments.....	-	-	-
8. Total Unappropriated Ending Fund Balance.....			
9. Total Requirements.....	-	10,750	14,500

Name of Unit/Program/Department	Actual Data Last Year 2014-15	Adopted Budget This year 2015-16	Proposed Budget Next Year 2016-17
Fire/Rescue Services (3300)			
1. Total Personal Services.....	16,555,805	13,934,995	17,269,031
2. Total Materials and Services.....	346,305	328,290	339,328
3. Total Capital Outlay.....	-	-	-
4. Total Debt Service.....	-	-	-
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Reserves and Special Payments.....	-	-	-
8. Total Unappropriated Ending Fund Balance.....			
9. Total Requirements.....	16,902,110	14,263,285	17,608,359

Name of Unit/Program/Department	Actual Data Last Year 2014-15	Adopted Budget This year 2015-16	Proposed Budget Next Year 2016-17
EMS (3400)			
1. Total Personal Services.....	830,957	752,082	1,016,747
2. Total Materials and Services.....	183,878	101,285	224,626
3. Total Capital Outlay.....	-	-	-
4. Total Debt Service.....	-	-	-
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Reserves and Special Payments.....	-	-	-
8. Total Unappropriated Ending Fund Balance.....			
9. Total Requirements.....	1,014,835	853,367	1,241,373

Name of Unit/Program/Department	Actual Data Last Year 2014-15	Adopted Budget This year 2015-16	Proposed Budget Next Year 2016-17
Information Technology (4100)			
1. Total Personal Services.....	386,913	381,760	388,096
2. Total Materials and Services.....	373,518	405,700	574,790
3. Total Capital Outlay.....	-	-	-
4. Total Debt Service.....	-	-	-
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Reserves and Special Payments.....	-	-	-
8. Total Unappropriated Ending Fund Balance.....			
9. Total Requirements.....	760,431	787,460	962,886

FORM
LB-4SUMMARY OF ORGANIZATION
UNIT/PROGRAM BY FUND

Publish ONLY completed portion of this page.

General Fund

Name of Unit/Program/Department	Actual Data Last Year 2014-15	Adopted Budget This year 2015-16	Proposed Budget Next Year 2016-17
Communications (4150)			
1. Total Personal Services.....	82,556	88,592	90,235
2. Total Materials and Services.....	929,568	921,564	1,116,867
3. Total Capital Outlay.....	-	-	-
4. Total Debt Service.....	-	-	-
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Reserves and Special Payments.....	-	-	-
8. Total Unappropriated Ending Fund Balance.....			
9. Total Requirements.....	1,012,124	1,010,156	1,207,102

Name of Unit/Program/Department	Actual Data Last Year 2014-15	Adopted Budget This year 2015-16	Proposed Budget Next Year 2016-17
Fleet Services (4200)			
1. Total Personal Services.....	619,375	577,597	560,178
2. Total Materials and Services.....	296,507	657,650	602,850
3. Total Capital Outlay.....	-	-	-
4. Total Debt Service.....	-	-	-
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Reserves and Special Payments.....	-	-	-
8. Total Unappropriated Ending Fund Balance.....			
9. Total Requirements.....	915,882	1,235,247	1,163,028

Name of Unit/Program/Department	Actual Data Last Year 2014-15	Adopted Budget This year 2015-16	Proposed Budget Next Year 2016-17
Facility Maintenance (4230)			
1. Total Personal Services.....	65,530	68,398	72,446
2. Total Materials and Services.....	397,811	377,720	459,965
3. Total Capital Outlay.....	-	-	-
4. Total Debt Service.....	-	-	-
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Reserves and Special Payments.....	-	-	-
8. Total Unappropriated Ending Fund Balance.....			
9. Total Requirements.....	463,341	446,118	532,411

Name of Unit/Program/Department	Actual Data Last Year 2014-15	Adopted Budget This year 2015-16	Proposed Budget Next Year 2016-17
Warehouse (4260)			
1. Total Personal Services.....	337,071	194,746	193,515
2. Total Materials and Services.....	539,512	553,430	621,950
3. Total Capital Outlay.....	-	-	-
4. Total Debt Service.....	-	-	-
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Reserves and Special Payments.....	-	-	-
8. Total Unappropriated Ending Fund Balance.....			
9. Total Requirements.....	876,583	748,176	815,465

FORM
LB-4SUMMARY OF ORGANIZATION
UNIT/PROGRAM BY FUND

Publish ONLY completed portion of this page.

General Fund

Name of Unit/Program/Department	Actual Data Last Year 2014-15	Adopted Budget This year 2015-16	Proposed Budget Next Year 2016-17
Nondepartmental			
1. Total Personal Services.....	-	-	-
2. Total Materials and Services.....	-	-	-
3. Total Capital Outlay.....	-	-	-
4. Total Debt Service.....	-	-	-
5. Total Transfers.....	1,500,000	2,540,925	1,895,000
6. Total Contingencies.....		7,500,000	5,000,000
7. Total Reserves and Special Payments.....	-	-	-
8. Total Unappropriated Ending Fund Balance.....	6,396,199		
9. Total Requirements.....	7,896,199	10,040,925	6,895,000

1. Total Personal Services.....			
2. Total Materials and Services.....			
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Reserves and Special Payments.....			
8. Total Unappropriated Ending Fund Balance.....			
9. Total Requirements.....			

1. Total Personal Services.....			
2. Total Materials and Services.....			
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Reserves and Special Payments.....			
8. Total Unappropriated Ending Fund Balance.....			
9. Total Requirements.....			

1. Total Personal Services.....			
2. Total Materials and Services.....			
3. Total Capital Outlay.....			
4. Total Debt Service.....			
5. Total Transfers.....			
6. Total Contingencies.....			
7. Total Reserves and Special Payments.....			
8. Total Unappropriated Ending Fund Balance.....			
9. Total Requirements.....			

FORM
LB-20RESOURCES
General
(Fund)

Northwest Fire District

(Name of Municipal Corporation)

	Historical Data			RESOURCE DESCRIPTION	Budget for Next Year 2017		
	Actual		Adopted Budget This Year _____2016_____		Proposed By Budget Officer	Approved As Tentative Budget	Adopted Budget
	Second Preceding Year _____2014_____	First Preceding Year _____2015_____					
	8,897,600	7,826,602	7,500,000	Available cash on hand	5,000,000		-
	461,529	765,668	350,000	Previously levied taxes estimated to be received	400,000		-
	60,915	59,694	50,000	Interest	50,000		-
				OTHER RESOURCES			
	-	-	-	Ambulance Revenues	2,300,000		
	389,443	399,975	390,000	FDAT	390,000		-
	593,575	777,598	850,000	Dispatch revenue	600,000		-
	13,264	13,303	10,000	Fire protection fees	10,000		-
	3,408	965	-	Out of District Response Fees	-	-	-
	120,878	213,112	110,000	Prevention review fees	150,000		-
	15,833	2,002	-	EMS standby revenue	-	-	-
	75,524	147,874	-	EMS ride along fees	-	-	-
	278,959	306,687	275,000	Insurance reimbursements	300,000		-
	80,250	102,750	-	Rents/leases	45,000	-	-
	18,340	20,461	15,000	Facility use	20,000		-
	886	1,014	-	Donations/contributions	-	-	-
	13,052	19,160	9,000	Training revenue	20,000		-
	27,829	32,355	27,000	Technology maintenance revenue	32,000		-
	15,738	2,726	2,500	Miscellaneous	2,500		-
	11,067,023	10,691,946	9,588,500	Total resources, except taxes to be levied	9,319,500	-	-
			25,924,140	Taxes estimated to be received	27,015,000		-
	24,650,049	24,493,804		Taxes collected in year levied			
	35,717,072	35,185,750	35,512,640	TOTAL RESOURCES	36,334,500	-	-

*Includes ending balance from prior year

Attachment: ZBB 4 26 16 (2016-57 : Zero-Based Budget)

DETAILED REQUIREMENTS

Fire Chief - General
(Name of Organizational Unit - Fund)

Historical Data					REQUIREMENTS DESCRIPTION	Budget for Next Year 2017		
Actual		Adopted Budget This Year 2016		Proposed by Budget Officer		Approved as Tentative Budget	Adopted Budget	
Second Preceding Year 2014	First Preceding Year 2015							
150,913	151,342	150,500	Wages	155,015				
2,074	8,555	3,763	PTO paid out	4,650				
34,795	36,391	38,361	Benefits	39,317				
2,217	2,315	2,237	Payroll taxes	2,315				
25,546	30,873	30,958	Retirement	34,296				
215,545	229,476	225,819	Total Personal Services	235,594	-	-		
1,514	1,573	2,200	Cell phones/pagers	2,200				
30	-	-	Computer/operational supplies	-				
2,549	2,164	1,500	Dues, memberships, subscriptions	1,500				
126	582	1,500	Employee recognition	1,500				
54	77	100	Office supplies	100				
3,844	1,699	3,500	Organizational development	3,500				
2,560	1,057	2,000	Meals	2,000				
2,123	2,410	5,000	Training	5,000				
2,501	2,746	3,000	Travel	3,000				
15,301	12,308	18,800	Total Materials & Services	18,800	-	-		
230,846	241,784	244,619	TOTAL REQUIREMENTS	254,394	-	-		

*Include schedule of pay ranges

FORM
LB-31

DETAILED REQUIREMENTS

Administration - General
(Name of Organizational Unit - Fund)

Historical Data			REQUIREMENTS DESCRIPTION	Budget for Next Year 2017		
Actual	First Preceding Year 2015	Adopted Budget This Year 2016		Proposed by Budget Officer	Approved as Tentative Budget	Adopted Budget
182,429	116,669	134,116	Wages	114,920		
454	1,010	1,049	Overtime	1,461		
6,254	2,032	8,030	PTO paid out	3,491		
45,538	48,111	37,095	Benefits	35,938		
14,043	8,955	10,133	Payroll taxes	9,170		
21,105	13,633	15,285	Retirement	13,761		
269,823	190,410	205,708	Total Personal Services	178,741	-	-
4,184	3,026	3,506	Building & janitorial services	-		
1,322	568	1,275	Cell phones/pagers	1,275		
(7,801)	1,403	2,000	Claim settlement	5,000		
19,104	-	200	Computer services	200		
-	-	5,000	Consultants & professional	29,000		
-	25,634	3,000	Contract labor	5,000		
1,157	1,070	1,500	Dues, memberships, subscriptions	1,500		
-	-	48,000	Election costs	50,000		
-	4,750	5,000	Engineering & architectural	5,000		
11,563	13,465	10,900	Equipment rental & services	10,900		
767	2,134	3,600	Fees	3,600		
158,573	135,439	170,000	Insurance	170,000		
1,597	3,002	7,000	Job & legal advertising	7,000		
49,704	64,790	80,662	Legal	80,662		
5,788	3,741	6,000	Office & copier supplies	6,000		
7,024	5,790	8,982	Postage & mailings	9,000		
93	-	500	Printing & duplicating	500		
35	-	200	Professional publications	200		
33	215	-	Meals	-		
3,424	1,153	2,100	Training	3,000		
4,620	1,296	2,000	Travel	2,000		
44,674	46,393	54,188	Utilities	49,900		
305,861	313,869	415,613	Total Materials & Services	439,737	-	-
575,684	504,279	621,321	TOTAL REQUIREMENTS	618,478	-	-

Attachment: ZBB 4 26 16 (2016-57 : Zero-Based Budget)

FORM
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DETAILED REQUIREMENTS

Human Resources - General
(Name of Organizational Unit - Fund)

Historical Data			REQUIREMENTS DESCRIPTION	Budget for Next Year 2017		
Actual	First Preceding Year 2015	Adopted Budget This Year 2016		Proposed by Budget Officer	Approved as Tentative Budget	Adopted Budget
Second Preceding Year 2014						
231,550	244,693	253,640	Wages	259,765		
5,636	9,613	6,500	Overtime	2,834		
8,871	8,341	6,503	PTO paid out	7,878		
56,527	60,075	61,518	Benefits	60,997		
17,849	19,586	19,786	Payroll taxes	20,691		
27,372	29,475	30,771	Retirement	31,051		
347,805	371,783	378,718	Total Personal Services	383,216	-	-
306	305	350	Building services	350		
1,042	1,599	1,650	Cell phones/pagers	1,650		
-	6,099	-	Contract labor	-		
16,125	5,375	-	Consultants & professional	40,000		
2,485	2,319	3,050	Dues, memberships, subscriptions	3,448		
7,705	5,570	-	Employee recognition	-		
117	3,026	14,500	Evaluation & recruitment	12,000		
21,443	8,013	25,000	Health services	7,080		
4,609	2,918	12,000	Job & legal advertising	-		
1,298	1,410	2,000	Office supplies	2,000		
-	-	1,050	Organizational development	10,593		
18	589	2,000	Printing & duplicating	455		
492	-	1,000	Professional publications	500		
7,652	4,339	21,000	Testing & background services	6,000		
1,962	1,801	-	Meals	2,500		
7,509	3,813	4,915	Training	3,743		
3,613	212	1,500	Travel	2,632		
-	-	-	Unemployment insurance	-	-	-
76,376	47,388	90,015	Total Materials & Services	92,950	-	-
424,181	419,171	468,733	TOTAL REQUIREMENTS	476,166	-	-

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DETAILED REQUIREMENTS

FORM
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Finance - General
(Name of Organizational Unit - Fund)

Historical Data					REQUIREMENTS DESCRIPTION	Budget for Next Year 2017		
Actual		Adopted Budget This Year 2016	Proposed by Budget Officer	Approved as Tentative Budget		Adopted Budget		
Second Preceding Year 2014	First Preceding Year 2015							
249,758	267,050	329,145	Wages	334,100				
452	5,217	2,646	Overtime	2,964				
4,336	1,944	8,294	PTO paid out	10,112				
45,845	49,485	61,667	Benefits	62,667				
18,290	19,673	26,016	Payroll taxes	26,559				
28,875	31,573	39,246	Retirement	39,856				
347,556	374,942	467,014	Total Personal Services	476,258	-	-		
16,000	23,825	20,000	Accounting & auditing	24,000				
430	266	600	Cell phones/pagers	300				
30,360	30,604	-	Computer services	-				
-	6,356	-	Contract labor	-				
1,685	1,415	1,400	Dues, memberships, subscriptions	1,415				
-	-	-	Equipment supplies/services	1,200				
9,380	7,633	8,000	Interest & bank fees	8,000				
1,051	1,325	1,600	Office supplies	1,500				
938	518	780	Printing & duplicating	700				
-	-	200	Professional publications	200				
-	-	50	Meals	-				
1,783	1,249	2,000	Training	1,300				
1,737	1,713	3,500	Travel	1,700				
63,364	74,904	38,130	Total Materials & Services	40,315	-	-		
410,920	449,846	505,144	TOTAL REQUIREMENTS	516,573	-	-		

Attachment: ZBB 4 26 16 (2016-57 : Zero-Based Budget)

DETAILED REQUIREMENTS

FORM
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Community Affairs - General
(Name of Organizational Unit - Fund)

Historical Data				REQUIREMENTS DESCRIPTION	Budget for Next Year 2017		
Actual		Adopted Budget This Year 2016	Proposed by Budget Officer		Approved as Tentative Budget	Adopted Budget	
Second Preceding Year 2014	First Preceding Year 2015						
86,223	79,673	95,633	Wages	95,875			
9,460	10,846	7,698	Overtime	7,698			
-	-	2,583	PTO paid out	2,516			
15,426	16,142	17,846	Benefits	18,062			
5,979	6,183	8,103	Payroll taxes	6,895			
12,339	11,635	13,272	Retirement	14,149			
129,427	124,479	145,135	Total Personal Services	145,194	-	-	
2,370	2,352	1,600	Cell phones/pagers	3,500			
394	11,375	1,400	Consultants	1,400			
718	1,039	370	Dues, memberships, subscriptions	400			
121	105	100	Office supplies	150			
-	2,814	660	Photographic supplies	600			
5,014	24,698	53,605	Public affairs	49,700			
-	584	520	Meals	520			
285	145	2,325	Training	2,400			
-	143	140	Travel	350			
8,902	43,255	60,720	Total Materials & Services	59,020	-	-	
138,329	167,734	205,855	TOTAL REQUIREMENTS	204,214	-	-	

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DETAILED REQUIREMENTS

FORM
LB-31

Prevention and Life Safety
(Name of Organizational Unit - Fund)

Historical Data			REQUIREMENTS DESCRIPTION	Budget for Next Year 2017		
Second Preceding Year 2014	Actual	Adopted Budget This Year 2016		Proposed by Budget Officer	Approved as Tentative Budget	Adopted Budget
527,919	588,206	700,669	Wages	624,990		
19,667	5,853	31,907	Overtime	7,917		
4,019	21,010	18,314	PTO paid out	18,987		
126,692	150,131	173,400	Benefits	166,422		
30,032	35,678	47,132	Payroll taxes	36,708		
71,967	80,374	98,892	Retirement	94,738		
780,296	881,252	1,070,314	Total Personal Services	949,763	-	-
6,797	6,235	3,450	Cell phones/pagers	7,500		
-	572	-	Computer supplies	-		
11,850	11,280	14,000	Contract labor	14,000		
2,426	2,290	4,746	Dues, memberships, subscriptions	4,750		
-	-	-	Employee recognition	-		
-	3,563	6,000	Equipment rental	4,000		
3,461	-	4,000	Equipment supplies/services	-		
-	-	5,500	Health services	-		
12,625	600	10,000	Hydrant maintenance	10,000		
2,121	2,726	2,400	Office supplies	2,400		
871	1,056	3,200	Operational supplies	2,350		
610	402	2,500	Printing & duplicating	2,000		
703	4,031	1,000	Professional publications	1,000		
8,594	9,625	9,000	Public education	9,500		
1,800	5,376	3,100	Small tools & instruments	750		
232	610	1,200	Meals	1,200		
4,395	6,486	5,460	Training	6,500		
1,836	2,669	7,622	Travel	7,622		
58,321	57,521	83,178	Total Materials & Services	73,572	-	-
838,617	938,773	1,153,492	TOTAL REQUIREMENTS	1,023,335	-	-

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DETAILED REQUIREMENTS

FORM
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Special Projects - General
(Name of Organizational Unit - Fund)

Historical Data			REQUIREMENTS DESCRIPTION	Budget for Next Year 2017		
Second Preceding Year 2014	Actual First Preceding Year 2015	Adopted Budget This Year 2016		Proposed by Budget Officer	Approved as Tentative Budget	Adopted Budget
110,535	2,436	-	Wages	-	-	-
5,816	570	5,891	Overtime	-	-	-
7,005	-	147	PTO paid out	-	-	-
24,822	977	379	Benefits	-	-	-
1,738	194	88	Payroll taxes	-	-	-
1,474	105	1,212	Retirement	-	-	-
151,390	4,282	7,717	Total Personal Services	-	-	-
-	-	-	Accreditation	-	-	-
1,164	25	1,200	Cell phones/pagers	-	-	-
-	-	12,000	Consultants	6,000	-	-
10,413	9,000	-	Contract labor	-	-	-
2,180	2,593	2,000	Dues, memberships, subscriptions	9,150	-	-
1,201	-	-	Employee recognition	250	-	-
-	3,000	-	Equipment rental	-	-	-
315	1,206	1,500	Equipment supplies/services	2,000	-	-
54	-	-	Operational equipment	-	-	-
-	-	300	Printing & duplicating	500	-	-
95	156	300	Professional publications	300	-	-
3,780	1,438	3,500	Small fitness equipment	3,000	-	-
74	75	-	Meals	-	-	-
794	3,285	2,500	Training	4,100	-	-
1,340	2,422	2,500	Travel	12,100	-	-
21,410	23,200	25,800	Total Materials & Services	37,400	-	-
5,526	5,966	12,000	Furniture & equipment	13,000	-	-
178,326	33,448	45,517	TOTAL REQUIREMENTS	50,400	-	-

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**FORM
LB-31**

DETAILED REQUIREMENTS

Behavioral Health & Community Services- General
(Name of Organizational Unit - Fund)

Historical Data				REQUIREMENTS DESCRIPTION	Budget for Next Year 2017		
Actual		Adopted Budget This Year 2016	Proposed by Budget Officer		Approved as Tentative Budget	Adopted Budget	
Second Preceding Year 2014	First Preceding Year 2015						
123,357	127,319	125,223	Wages	132,429			
-	15	1,049	Overtime	-			
5,225	4,278	3,157	PTO paid out	3,119			
18,835	19,566	20,875	Benefits	20,052			
9,662	9,882	9,902	Payroll taxes	10,369			
11,878	12,093	13,842	Retirement	12,294			
168,957	173,153	174,048	Total Personal Services	178,265	-	-	
2,317	2,367	2,000	Cell phones/pagers	2,000			
-	270	125	Dues, memberships, subscriptions	125			
4	-	300	Office supplies	100			
1,675	7	200	Operational supplies	2,000			
-	-	-	Printing & duplicating	1,000			
478	87	100	Professional publications	100			
-	23	-	Meals	-			
1,604	2,084	300	Training	5,000			
-	1,485	200	Travel	200			
-	-	750	Utilities	-			
6,078	6,323	3,975	Total Materials & Services	10,525	-	-	
175,035	179,476	178,023	TOTAL REQUIREMENTS	188,790	-	-	

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DETAILED REQUIREMENTS

FORM
LB-31

Battalion Chiefs - General
(Name of Organizational Unit - Fund)

(Name of Organizational Unit - Fund)						
Historical Data				REQUIREMENTS DESCRIPTION	Budget for Next Year 2017	
Actual		Adopted Budget This Year 2016	Proposed by Budget Officer		Approved as Tentative Budget	Adopted Budget
Second Preceding Year 2014	First Preceding Year 2015					
	694,908	1,001,415	1,233,049	Wages	1,173,895	
	14,879	9,574	14,702	Holiday pay	13,980	
	14,750	43,241	31,194	PTO paid out	35,636	
	121,573	162,552	242,710	Benefits	215,612	
	10,108	14,587	18,545	Payroll taxes	17,741	
	91,994	111,900	256,662	Retirement	255,155	
	948,212	1,343,269	1,796,862	Total Personal Services	1,712,019	-
	6,500	4,056	5,300	Cell phones/pagers	5,300	
	812	833	1,000	Dues, memberships, subscriptions	250	
	407	238	500	Office supplies	500	
	523	402	400	Operational supplies	400	
	-	11	-	Professional publications	300	
	358	-	1,200	Meals	-	
	1,250	1,421	2,400	Training	3,500	
	724	1,458	11,000	Travel	2,500	
	5,488	4,947	6,000	Utilities	6,000	
	16,062	13,366	27,800	Total Materials & Services	18,750	-

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**FORM
LB-31**

DETAILED REQUIREMENTS

Hazmat - General
(Name of Organizational Unit - Fund)

REQUIREMENTS DESCRIPTION							Budget for Next Year 2017		
Historical Data					Proposed by Budget Officer	Approved as Tentative Budget	Adopted Budget		
Actual		Adopted Budget This Year 2016							
Second Preceding Year 2014	First Preceding Year 2015								
26,094	-			Wages	-				
750	-			Holiday pay	-				
26,306	-			Overtime	-				
379	-			PTO paid out	-				
2,245	-			Benefits	-				
745	-			Payroll taxes	-				
9,390	-			Retirement	-				
65,909	-			Total Personal Services	-	-	-		
2,436	-	2,300		Cell phones/pagers	-				
1,595	-			Equipment services	500				
1,175	-	4,500		Operational supplies	9,000				
-	-			Professional publications	500				
916	-	500		Protective equipment	1,000				
-	-	450		Small tools & instruments	500				
50	-	1,500		Training	1,500				
477	-	1,500		Travel	1,500				
6,649	-	10,750		Total Materials & Services	14,500	-	-		
72,558	-	10,750		TOTAL REQUIREMENTS	14,500	-	-		

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**FORM
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DETAILED REQUIREMENTS

Fire/Rescue Services - General
(Name of Organizational Unit - Fund)

Historical Data					REQUIREMENTS DESCRIPTION	Budget for Next Year 2017		
Actual		Adopted Budget		Proposed by Budget Officer		Approved as Tentative Budget	Adopted Budget	
Second Preceding Year 2014	First Preceding Year 2015	This Year 2016						
9,188,593	10,010,386	8,411,108	Wages	10,034,031				
245,160	244,401	252,569	Holiday pay	266,936				
1,347,850	1,253,420	757,359	Overtime	1,277,919				
269,224	344,510	279,576	PTO paid out	347,367				
2,237,815	2,541,408	2,186,388	Benefits	2,682,703				
153,556	162,283	120,972	Payroll taxes	172,931				
1,798,496	1,999,397	1,927,023	Retirement	2,487,145				
15,240,694	16,555,805	13,934,995	Total Personal Services	17,269,031	-	-		
5,112	7,744	4,500	Cell phones/pagers	7,500				
10	-	-	Dues, memberships & subscriptions	-				
1,515	1,351	1,200	Equipment rental	1,200				
96,057	92,945	105,000	Health services	105,000				
1,974	1,974	2,000	Hydrant fees	2,000				
-	-	-	Office supplies	-				
-	10,606	-	Operational equipment & supplies	-				
-	235	-	Professional publications	-				
-	4,680	-	Protective equipment	-				
355	1,052	-	Small tools & instruments	-				
-	2,650	-	Training	-				
69	1,442	500	Travel	500				
219,364	221,626	215,090	Utilities	223,128				
324,456	346,305	328,290	Total Materials & Services	339,328	-	-		
15,565,150	16,902,110	14,263,285	TOTAL REQUIREMENTS	17,608,359	-	-		

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DETAILED REQUIREMENTS

EMS - General

(Name of Organizational Unit - Fund)

Historical Data				REQUIREMENTS DESCRIPTION	Budget for Next Year 2017		
Second Preceding Year 2014	Actual	First Preceding Year 2015	Adopted Budget This Year 2016		Proposed by Budget Officer	Approved as Tentative Budget	Adopted Budget
465,874		450,679	449,111	Wages	609,966		
4,662		8,162	5,825	Holiday pay	14,992		
241,855		107,351	75,710	Overtime	73,085		
22,642		20,158	13,266	PTO paid out	20,941		
84,982		132,036	91,129	Benefits	137,397		
10,294		8,174	7,887	Payroll taxes	10,425		
126,081		104,397	109,154	Retirement	149,940		
956,390		830,957	752,082	Total Personal Services	1,016,747	-	-
4,806		4,616	5,280	Cell phones/pagers	5,280		
5,105		-	-	Computer services	17,800		
117,162		90,246	46,974	Consultants & professional	103,646		
-		9,389	-	Contract labor	-		
-		304	534	Dues, memberships, subscriptions	2,135		
-		-	-	Equipment rental	2,700		
911		3,544	1,300	Equipment services	1,300		
-		494	17,500	Exposure control program	2,500		
1,303		1,497	-	Janitorial services	-		
42,280		32,557	-	Legal	-		
638		431	500	Office supplies	500		
3,865		2,792	5,879	Operational supplies	4,500		
3,396		-	400	Professional publications	400		
-		-	150	Meals	-		
18,200		27,084	9,168	Training	69,665		
51,840		-	-	Training - paramedic school	-		
7,402		3,458	7,000	Travel	5,000		
2,041		7,466	6,600	Utilities	9,200		
258,949		183,878	101,285	Total Materials & Services	224,626	-	-
-		-	-	Furniture & Equipment	-	-	-
1,215,339		1,014,835	853,367	TOTAL REQUIREMENTS	1,241,373	-	-

DETAILED REQUIREMENTS

FORM
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Information Technology - General
(Name of Organizational Unit - Fund)

Historical Data				REQUIREMENTS DESCRIPTION	Budget for Next Year 2017		
Second Preceding Year 2014	Actual	First Preceding Year 2015	Adopted Budget This Year 2016		Proposed by Budget Officer	Approved as Tentative Budget	Adopted Budget
249,197		264,108	262,030	Wages	261,489		
1,344		598	-	Overtime	3,262		
7,876		10,576	6,551	PTO paid out	7,943		
56,727		60,932	61,639	Benefits	63,237		
18,710		19,819	20,546	Payroll taxes	20,861		
28,720		30,880	30,994	Retirement	31,305		
362,574		386,913	381,760	Total Personal Services	388,096	-	-
-		-	-	Building services	-	-	-
5,204		6,186	6,250	Cell phones/pagers	6,250		
112,769		193,312	167,300	Computer services	267,000		
89,993		92,354	65,000	Computer supplies	105,000		
-		-	5,300	Consultants & professional	12,000		
1,657		4,461	7,250	Dues, memberships, subscriptions	32,000		
1,766		10,633	20,000	Equipment services	20,000		
138		13	400	Office supplies	400		
46,754		12,208	50,000	Operational supplies	50,000		
81		66	2,500	Professional publications	1,500		
21,588		664	15,000	Radio maintenance	15,000		
9,984		25,371	7,500	Radio parts	2,000		
1,330		115	20,000	Training	20,000		
8,961		-	11,000	Transmitter fees	12,000		
68		-	1,500	Travel	1,500		
29,014		28,135	26,700	Utilities	30,140		
329,307		373,518	405,700	Total Materials & Services	574,790	-	-
691,881		760,431	787,460	TOTAL REQUIREMENTS	962,886	-	-

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DETAILED REQUIREMENTS

FORM
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Communications - General
(Name of Organizational Unit - Fund)

Historical Data					REQUIREMENTS DESCRIPTION	Budget for Next Year 2017		
Actual		Adopted Budget This Year 2016	Proposed by Budget Officer	Approved as Tentative Budget		Adopted Budget		
Second Preceding Year 2014	First Preceding Year 2015							
54,130	57,107	60,183	Wages	60,950				
2,370	-	1,504	PTO paid out	1,828				
13,044	14,698	15,067	Benefits	15,447				
4,097	4,133	4,719	Payroll taxes	4,803				
6,247	6,618	7,119	Retirement	7,207				
79,888	82,556	88,592	Total Personal Services	90,235	-	-		
838	1,041	925	Cell phones/pagers	925				
885,705	924,330	910,038	Dispatch services	1,001,042				
184	142	368	Dues, memberships, subscriptions	71,000				
-	-	-	Equipment services	-				
-	112	500	Operational supplies & equipment	500				
-	-	150	Professional publications	150				
49	102	250	Meals	250				
205	818	-	Radio parts	38,500				
546	395	6,833	Training	2,000				
1,844	2,628	2,500	Travel	2,500				
889,371	929,568	921,564	Total Materials & Services	1,116,867	-	-		
-	-	-	Computers & software	-	-	-		
969,259	1,012,124	1,010,156	TOTAL REQUIREMENTS	1,207,102	-	-		

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DETAILED REQUIREMENTS

FORM
LB-31

Fleet Services - General
(Name of Organizational Unit - Fund)

Historical Data			REQUIREMENTS DESCRIPTION	Budget for Next Year 2017		
Second Preceding Year 2014	Actual	Adopted Budget This Year 2015		Proposed by Budget Officer	Approved as Tentative Budget	Adopted Budget
475,475	428,472	392,734	Wages	375,971		
3,764	2,598	5,128	Overtime	5,779		
1,354	-	9,947	PTO paid out	11,077		
100,172	106,725	92,641	Benefits	93,641		
28,938	29,082	31,197	Payroll taxes	30,051		
61,506	52,498	45,950	Retirement	43,659		
671,209	619,375	577,597	Total Personal Services	560,178	-	-
875	1,790	2,000	Aerial ladder testing	2,000		
10,146	6,646	16,500	Batteries	16,500		
306	305	-	Building services	-		
2,952	2,821	3,200	Cell phones/pagers	3,200		
-	81	-	Computer supplies	-		
475	1,276	1,500	Dues, memberships, subscriptions	1,500		
3,820	6,613	5,500	Equipment supplies/services	10,000		
-	708	-	Fees	500		
222,181	5,300	260,000	Fuel	180,000		
3,220	3,453	4,000	Ground ladder testing	4,000		
-	20	-	Office supplies	-		
7,705	9,394	12,000	Oil, lubricants, etc.	12,000		
6,924	4,600	-	Operational supplies	-		
562	-	1,000	Professional publications	1,000		
22,645	11,639	18,000	Shop supplies	18,000		
7,866	2,363	6,500	Small tools & instruments	6,500		
43,131	37,600	50,500	Tires & repairs	65,000		
6,010	607	5,000	Training	5,000		
4,043	986	7,300	Travel	6,500		
21,722	21,195	29,650	Utilities	26,150		
104,573	102,396	125,000	Vehicle parts	125,000		
118,347	76,714	110,000	Vehicle services	120,000		
587,503	296,507	657,650	Total Materials & Services	602,850	-	-
12,657	-	-	Furniture & equipment	-	-	-
1,271,369	915,882	1,235,247	TOTAL REQUIREMENTS	1,163,028	-	-

Attachment: ZBB 4 26 16 (2016-57 : Zero-Based Budget)

**FORM
LB-31**

DETAILED REQUIREMENTS

Facility Maintenance - General
(Name of Organizational Unit - Fund)

Historical Data				REQUIREMENTS DESCRIPTION	Budget for Next Year 2017		
Second Preceding Year 2014	Actual	First Preceding Year 2015	Adopted Budget This Year 2016		Proposed by Budget Officer	Approved as Tentative Budget	Adopted Budget
40,202		44,020	43,572	Wages	46,301		
-		-	911	Overtime	926		
-		-	1,112	PTO paid out	1,417		
12,927		14,046	14,056	Benefits	14,497		
2,774		3,090	3,485	Payroll taxes	3,721		
3,680		4,374	5,262	Retirement	5,584		
59,583		65,530	68,398	Total Personal Services	72,446	-	-
1,160		-	-	Building lease	-	-	-
124,923		61,193	135,000	Building services	135,000		
15,666		14,767	25,000	Building supplies	25,000		
701		802	800	Cell phones/pagers	800		
-		17,308	15,000	Consultants & professional	20,000		
402		253	500	Dues, memberships, subscriptions	-		
44,730		12,970	45,000	Emergency building maintenance	45,000		
3,008		2,673	2,500	Equipment rental	30,000		
8,885		9,464	10,000	Equipment supplies/services	6,000		
1,650		-	-	Fire sprinkler inspection/maintenance	-		
64,658		64,613	20,000	Furnishings & appliances	20,000		
-		5,100	11,000	Janitorial services	15,000		
9,462		-	-	Operational Supplies & Equipment	-		
7,610		7,430	7,500	Pest control	8,000		
82,837		197,948	100,000	Preventive maintenance	150,000		
879		717	2,000	Small tools & instruments	2,500		
4,330		2,573	3,420	Utilities	2,665		
370,901		397,811	377,720	Total Materials & Services	459,965	-	-
430,484		463,341	446,118	TOTAL REQUIREMENTS	532,411	-	-

Attachment: ZBB 4 26 16 (2016-57 : Zero-Based Budget)

FORM
LB-31

DETAILED REQUIREMENTS

Warehouse - General
(Name of Organizational Unit - Fund)

Historical Data			REQUIREMENTS DESCRIPTION	Budget for Next Year 2017		
Second Preceding Year 2014	Actual First Preceding Year 2015	Adopted Budget This Year 2016		Proposed by Budget Officer	Approved as Tentative Budget	Adopted Budget
174,706	244,554	131,559	Wages	135,096		
140	271	1,140	Overtime	1,920		
1,246	-	3,317	PTO paid out	2,938		
41,194	45,537	32,629	Benefits	31,275		
12,761	13,754	10,405	Payroll taxes	10,706		
20,178	32,955	15,696	Retirement	11,580		
250,225	337,071	194,746	Total Personal Services	193,515	-	-
4,137	3,441	6,000	Batteries	6,000		
1,379	2,434	2,000	Cell phones/pagers	2,000		
1,886	3,289	5,000	Consumable rehab goods	3,000		
19,110	14,438	23,000	Contract labor	-		
4,007	-	3,000	Computer supplies	-		
911	403	600	Dues, memberships, subscriptions	500		
2,085	75	5,000	Equipment rental	500		
51,469	50,963	35,000	Equipment supplies/services	35,000		
1,502	508	1,000	Fire extinguisher inspection/maintenance	1,000		
29,445	26,584	30,000	Janitorial supplies	25,000		
70,735	132,121	90,000	Medical supplies	90,000		
7,017	4,680	7,600	Office supplies	7,600		
40,219	31,849	70,000	Operational equipment & supplies	139,000		
-	-	-	Preventive maintenance	16,000		
968	1,072	2,000	Printing & duplicating	2,000		
214	-	-	Professional publications	-		
173,670	117,880	130,000	Protective equipment	130,000		
20,847	10,985	22,000	SCBA supplies/services	22,000		
11,081	9,423	15,000	Station supplies	15,000		
-	-	-	Meals	-		
2,811	128	2,000	Training	3,000		
787	-	1,000	Travel	2,500		
119,506	122,391	93,490	Uniforms	112,800		
6,767	6,848	9,740	Utilities	9,050		
570,553	539,512	553,430	Total Materials & Services	621,950	-	-
-	-	-	Furniture	-	-	-
820,778	876,583	748,176	TOTAL REQUIREMENTS	815,465	-	-

DETAILED REQUIREMENTS

FORM
LB-31

Nondepartmental - General
(Name of Organizational Unit - Fund)

Historical Data			REQUIREMENTS DESCRIPTION	Budget for Next Year 2017		
Actual		Adopted Budget This Year 2016		Proposed by Budget Officer	Approved as Tentative Budget	Adopted Budget
Second Preceding Year 2014	First Preceding Year 2015					
1,798,223	1,500,000	2,540,925	Transfers out	1,895,000		
-	-	7,500,000	Contingency	5,000,000		
7,826,602	6,396,199		Ending balance (prior years)			
		-	UNAPPROPRIATED ENDING FUND BALANCE	-	-	-
35,717,072	35,185,750	35,512,640	TOTAL REQUIREMENTS	36,614,176	-	-

26,092,247 27,289,551 25,471,715

29,719,176

**FORM
LB-10**

SPECIAL FUND

RESOURCES AND REQUIREMENTS

Medical Self Insurance Fund

Northwest Fire District

(Fund)				(Name of Municipal Corporation)			
Historical Data				Budget for Next Year 2017			
Second Preceding Year 2014	Actual First Preceding Year 2015	Adopted Budget This Year 2016	DESCRIPTION RESOURCES AND REQUIREMENTS		Proposed By Budget Officer	Approved As Tentative Budget	Adopted Budget
			RESOURCES				
271,292	1,284,406	1,000,000	Cash on hand		2,000,000		
-	-	-	Previously levied taxes estimated to be received		-	-	-
-	-	-	Earnings from temporary investments		-	-	-
2,710,096	3,173,746	3,250,000	Billings from other funds		3,000,000		
-	-	-	Transferred from other funds		-	-	-
2,981,388	4,458,152	4,250,000	Total Resources, except taxes to be levied		5,000,000		
-	-	-	Taxes estimated to be received		-	-	-
-	-	-	Taxes collected in year levied		-	-	-
2,981,388	4,458,152	4,250,000	TOTAL RESOURCES		5,000,000	-	-
			REQUIREMENTS				
-	-	-	Wages		-	-	-
-	-	-	Benefits		-	-	-
-	-	-	Payroll taxes		-	-	-
-	-	-	Retirement		-	-	-
-	-	-	Total Personal Services		-	-	-
1,696,982	2,419,323	3,250,000	Medical Claims		3,000,000		
-	-	-	Consultants & Professional		-	-	-
1,696,982	2,419,323	3,250,000	Total Materials & Services		3,000,000	-	-
-	-	-	Contingency		-	-	-
1,284,406	2,038,829	-	Ending balance (prior years)		-	-	-
2,981,388	4,458,152	1,000,000	UNAPPROPRIATED ENDING FUND BALANCE		2,000,000		
		4,250,000	TOTAL REQUIREMENTS		5,000,000	-	-

Attachment: ZBB 4 26 16 (2016-57 : Zero-Based Budget)

**SPECIAL FUND
RESOURCES AND REQUIREMENTS**

**FORM
LB-10**

Historical Data				(Fund)		Northwest Fire District (Name of Municipal Corporation)		
Actual		Adopted Budget This Year		DESCRIPTION RESOURCES AND REQUIREMENTS		Proposed By Budget Officer	Approved As Tentative Budget	Adopted Budget
Second Preceding Year 2014	First Preceding Year 2015	2016				Budget for Next Year 2017		
				RESOURCES				
(315,838)	126,524	-	-	Cash on hand		-	-	-
-	-	-	-	Previously levied taxes estimated to be received		-	-	-
-	-	-	-	Earnings from temporary investments		-	-	-
257,868	-	-	-	Transferred from other funds		-	-	-
2,263,339	1,477,965	200,000	200,000	Intergovernmental		236,744	-	-
2,205,369	1,604,489	200,000	200,000	Total Resources, except taxes to be levied		236,744	-	-
				Taxes estimated to be received		-	-	-
-	-	-	-	Taxes collected in year levied		-	-	-
2,205,369	1,604,489	200,000	200,000	TOTAL RESOURCES		236,744	-	-
				REQUIREMENTS				
698,815	199,000	55,422		Wages		72,501	-	-
828,697	463,606	61,815		Overtime		37,600	-	-
154,104	178,840	22,060		Benefits		33,030	-	-
55,141	28,849	6,211		Payroll taxes		11,010	-	-
170,979	62,463	16,368		Retirement		24,222	-	-
1,907,736	932,758	151,300		Total Personal Services		178,364	-	-
3,496	1,115	-	-	Cell phones & pagers		-	-	-
504	-	4,700		Contract - aircraft services		4,700	-	-
-	-	-	-	Contract labor		-	-	-
75	-	-	-	Dues, memberships & subscriptions		-	-	-
84	96	4,000		Equipment supplies		20,280	-	-
4,346	1,272	-	-	Equipment services		-	-	-
1,036	-	-	-	Equipment rental		-	-	-
525	180,000	-	-	Fuel		4,000	-	-
10,881	-	-	-	Health services		-	-	-
564	-	-	-	Job & legal advertising		-	-	-
220	-	-	-	Meals & entertainment		-	-	-
826	123	-	-	Office & computer supplies		-	-	-
28,820	1,036	10,000		Operational supplies		200	-	-
135	-	-	-	Testing & background services		-	-	-
13,591	-	15,000		Training		15,000	-	-
60,524	62,753	15,000		Travel		13,900	-	-
30,324	22,167	-	-	Unemployment insurance		-	-	-
3,859	168	-	-	Uniforms		300	-	-
11,299	8,987	-	-	Utilities		-	-	-
171,109	277,717	48,700		Total Materials & Services		58,380	-	-
-	-	-	-	Vehicles		-	-	-
-	-	-	-	Total Capital Outlay		-	-	-
				Contingency		-	-	-
-	-	-	-	Transfer to capital fund		-	-	-
126,524	394,014	-	-	Ending balance (prior years)		-	-	-
				UNAPPROPRIATED ENDING FUND BALANCE		-	-	-
2,205,369	1,604,489	200,000		TOTAL REQUIREMENTS		236,744	-	-

SPECIAL FUND
RESOURCES AND REQUIREMENTS
 Capital Improvements Fund

Northwest Fire District

FORM
LB-10

(Fund)					(Name of Municipal Corporation)			
Historical Data				DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2017			
Actual		Adopted Budget This Year 2016	Proposed By Budget Officer		Approved As Tentative Budget	Adopted Budget		
Second Preceding Year 2014	First Preceding Year 2015							
				RESOURCES				
	1,593,222	2,580,925	500,000	Cash on hand	1,000,000			
	1,848,795	1,500,000	3,427,050	Transferred from other funds	1,895,000			
	-	-	-	Debt proceeds	-	-	-	
	1,930	484	-	Earnings from temporary investments	-	-	-	
	63,255	66,433	60,000	Communication contract revenue	65,000			
	156,874	68,182	-	Miscellaneous	-			
	3,664,076	4,216,024	3,987,050	Total Resources, except taxes to be levied	2,960,000			
			-	Taxes estimated to be received	-	-	-	
	-	-		Taxes collected in year levied				
	3,664,076	4,216,024	3,987,050	TOTAL RESOURCES	2,960,000	-	-	
				REQUIREMENTS				
	-	232	-	Computer supplies	-	-	-	
	-	-	-	Protective equipment	-	-	-	
	-	-	-	Operational supplies/equipment	-	-	-	
	-	232	-	Total Materials & Services	-	-	-	
	-	-	225,000	Land	-			
	384,902	278,444	175,000	Buildings & improvements	40,000			
	91,269	-	-	Communication expense	-	-	-	
	178,894	215,670	115,000	Computers & software	675,000			
	15,368	2,091	-	Engineering	-			
	45,045	1,129,042	2,252,050	Furniture & equipment	180,000			
	-	-	-	Utilities	-	-	-	
	-	-	-	Professional services	-	-	-	
	367,673	503,925	1,220,000	Vehicles	1,000,000			
	1,083,151	2,129,172	3,987,050	Total Capital Outlay	1,895,000	-	-	
			-	Contingency	1,065,000	-	-	
	2,580,925	2,086,620		Ending balance (prior years)				
			-	UNAPPROPRIATED ENDING FUND BALANCE	-	-	-	
	3,664,076	4,216,024	3,987,050	TOTAL REQUIREMENTS	2,960,000			

Attachment: ZBB 4 26 16 (2016-57 : Zero-Based Budget)

**SPECIAL FUND
RESOURCES AND REQUIREMENTS**

7.C.a

**FORM
LB-10**

Grant & Contracts Fund
(Fund)
Northwest Fire District
(Name of Municipal Corporation)

Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2017		
Second Preceding Year 2014	Actual First Preceding Year 2015	Adopted Budget This Year 2016		Proposed By Budget Officer	Approved As Tentative Budget	Adopted Budget
1,209,535	1,113,190	1,000,000	RESOURCES			
			Cash on hand	1,000,000		
-	-	-	Transferred from other funds	-	-	-
261,721	792,822	1,500,000	Grant proceeds	2,000,000		
1,471,256	1,906,012	2,500,000	Total Resources, except taxes to be levied	3,000,000	-	-
			Taxes estimated to be received	-	-	-
			Taxes collected in year levied			
1,471,256	1,906,012	2,500,000	TOTAL RESOURCES	3,000,000	-	-
			REQUIREMENTS			
30,060	447,387	-	Wages	-	-	-
81	25,421	-	Overtime	-	-	-
577	68,139	-	Benefits	-	-	-
234	6,596	-	Payroll taxes	-	-	-
4,799	86,633	-	Retirement	-	-	-
35,751	634,176	-	Total Personal Services	-	-	-
			Operational supplies/equipment	-	-	-
42,722	17,836	-	Training, travel & lodging	-	-	-
2,081	11,289	-	Smoke detectors	-	-	-
-	-	-	Other	-	-	-
59,248	-	-	Total Materials & Services	-	-	-
104,051	29,125	-	Furniture & Equipment	-	-	-
218,284	27,542	-	Hydrants	-	-	-
-	15,857	-	Total Capital Outlay	-	-	-
218,284	43,399	-	Contingency	3,000,000	-	-
1,113,190	1,199,312	2,500,000	Ending balance (prior years)			
			UNAPPROPRIATED ENDING FUND BALANCE	-	-	-
1,471,276	1,906,012	2,500,000	TOTAL REQUIREMENTS	3,000,000	-	-

Attachment: ZBB 4 26 16 (2016-57 : Zero-Based Budget)

**BONDED DEBT
RESOURCES AND REQUIREMENTS**

Bond Debt Payments are for:

- ☐ Revenue Bonds or
☒ General Obligation Bonds

Debt Service

Northwest Fire District

(Name of Municipal Corporation)

Historical Data				DESCRIPTION OF RESOURCES AND REQUIREMENTS	Budget for Next Year 2017		
Actual		Adopted Budget This Year 2016	Proposed By Budget Officer		Approved As Tentative Budget	Adopted Budget	
Second Preceding Year 2014	First Preceding Year 2015						
				Resources			
	1,643,400	1,752,040	-	Beginning Cash on Hand	-	-	
	55,006	93,497	-	Previously Levied Taxes to be Received		-	
	5,153	6,348	-	Earnings from Temporary Investments	-	-	
	144,425	144,255	140,000	Build America Bonds Subsidy	140,000		
	-	19,890	-	Refunding Bond Proceeds	-	-	
	1,847,984	2,016,030	140,000	Total Resources, Except Taxes to be Levied	140,000	-	
			3,033,271	Taxes Estimated to be Received *			
	3,009,160	2,994,706		Taxes Collected in Year Levied	3,029,322		
	4,857,144	5,010,736	3,173,271	TOTAL RESOURCES	3,169,322	-	
				Requirements			
	1,595	3,220	5,000	Bond Administrative Fees	5,000		
				Bond Principal Payments			
				Issue Date	Budgeted Payment Date		
	-	250,000	805,000	2014	7-1-16	820,000	
	645,000	996,560	-	2005	8-1-16		
	520,000	545,000	570,000	2007	8-1-15	-	
	425,000	440,000	455,000	2010	7-1-15	590,000	
					475,000		
	1,590,000	2,231,560	1,830,000	Total Principal	1,885,000	-	
				Bond Interest Payments			
				Issue Date	Budgeted Payment Date		
	-	138,522	234,750	2014	1-1-16 & 7-1-16	218,650	
	479,062	660,396	-	2005	8-1-15 & 2-1-16		
	517,988	495,342	471,662	2007	8-1-15 & 2-1-16	-	
	516,459	499,459	481,859	2010	1-1-16 & 7-1-16	447,013	
					463,659		
	1,513,509	1,793,719	1,188,271	Total Interest			
				Unappropriated Balance for Following Year By	1,129,322	-	
				Issue Date	Payment Date		
			50,000	2005		50,000	
			50,000	2007		50,000	
			50,000	2010		50,000	
			150,000	Total Unappropriated Ending Fund Balance	150,000		
	1,752,040	982,237		Ending balance (prior years)		-	
	4,857,144	5,010,736	3,173,271	TOTAL REQUIREMENTS	3,169,322	-	

**SPECIAL FUND
RESOURCES AND REQUIREMENTS**

Northwest Fire District

Ambulance Fund

Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2017		
Second Preceding Year 2014	Actual First Preceding Year 2015	Adopted Budget This Year 2016		Proposed By Budget Officer	Approved As Tentative Budget	Adopted Budget
			RESOURCES			
-	-	-	Cash on hand	-	-	-
-	-	-	Previously levied taxes estimated to be received	-	-	-
-	-	-	Earnings from temporary investments	-	-	-
-	-	-	Transferred from other funds	-	-	-
-	-	3,885,488	Net Ambulance Billings	-	-	-
-	-	3,885,488	Total Resources, except taxes to be levied	-	-	-
-	-	-	Taxes estimated to be received	-	-	-
-	-	-	Taxes collected in year levied	-	-	-
-	-	3,885,488	TOTAL RESOURCES	-	-	-
			REQUIREMENTS			
-	-	1,763,062	Wages			
-	-	284,083	Benefits			
-	-	47,856	Payroll taxes			
-	-	357,300	Retirement			
-	-	2,452,301	Total Personal Services	-	-	-
-	-	3,336	Office supplies			
-	-	63,960	Operational supplies			
-	-	829	Advertising			
-	-	3,440	Audit and accounting			
-	-	14,832	Training			
-	-	116,424	Dispatch			
-	-	12,510	Uniforms			
-	-	19,877	Fuel			
-	-	39,431	Insurance			
-	-	2,564	License & registration			
-	-	5,109	Medical director			
-	-	5,046	Postage			
-	-	1,500	Printing			
-	-	2,000	Dues & subscriptions			
-	-	588,808	Bad debt			
-	-	197,644	Collection fees			
-	-	5,926	Legal			
-	-	2,107	Meals & entertainment			
-	-	72,000	Rent			
-	-	56,163	Repairs & maintenance			
-	-	669	Travel			
-	-	4,200	Telephone			
-	-	1,218,375	Total Materials & Services	-	-	-
-	-	87,640	Capital Vehicles			
-	-	87,640	Total Capital Outlay			
-	-	127,172	Contingency			
-	-	-	Ending balance (prior years)			
-	-	-	UNAPPROPRIATED ENDING FUND BALANCE	-	-	-
-	-	3,885,488	TOTAL REQUIREMENTS	-	-	-

RESERVE FUND
RESOURCES AND REQUIREMENTS

Capital Reserve Northwest Fire District

(Fund) (Name of Municipal Corporation)

Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2017		
Second Preceding Year 2014	Actual First Preceding Year 2015	Adopted Budget This Year 2016		Proposed By Budget Officer	Approved As Tentative Budget	Adopted Budget
			RESOURCES			
2,402,058	2,093,618	2,093,618	Cash on hand	1,207,493		
			Earnings from temporary investments	-		
-	-	-	Transferred from other funds	-		
2,402,058	2,093,618	2,093,618	Total Resources, except taxes to be levied	1,207,493	-	-
			Taxes estimated to be received	-	-	-
			Taxes collected in year levied			
			TOTAL RESOURCES	1,207,493	-	-
			REQUIREMENTS			
308,440	-	886,125	Transfers out			
2,093,618	2,093,618	1,207,493	RESERVED FOR FUTURE EXPENDITURE	1,207,493	-	-
2,402,058	2,093,618	2,093,618	TOTAL REQUIREMENTS	1,207,493	-	-

Attachment: ZBB 4 26 16 (2016-57 : Zero-Based Budget)



Northwest Fire District Governing Board

5225 West Massingale Rd.
Tucson, AZ 85743

7.D

SCHEDULED

MEMORANDUM NO. 2016-59

Date: April 26, 2016
To: Governing Board
From: Patricia Aguilar, Administrative Services Director
Type of Action: Formal Action/Motion
Agenda Item: Executive [Closed] Session, Pursuant to A.R.S. 38-431.03 (A)(1) & (4), for Review and Discussion Concerning the 2015/2016 Fire Chief's Performance Appraisal Results and Possible Increase to the Fire Chief's Compensation.

RECOMMENDATION:

Go into Executive Session for this item

MOTION:

Move to enter into Executive Session for discussion of Performance Appraisal results related to the Fire Chief.

[Board Chair] The following persons are asked to join the Board in executive session: Chief Brandt, Thomas Benavidez and Patricia Aguilar.

[After the executive session is over] Move to close the executive session.

DISCUSSION:

None

FISCAL IMPACT:

None

ALTERNATIVES:

Discuss in open forum if agreed to by the Fire Chief, Michael J. Brandt



Northwest Fire District Governing Board

5225 West Massingale Rd.
Tucson, AZ 85743

7.E

SCHEDULED

MEMORANDUM NO. 2016-58

Date: April 26, 2016
To: Governing Board
From: Patricia Aguilar, Administrative Services Director
Type of Action: Formal Action/Motion
Agenda Item: Discussion and Possible Action Concerning the Compensation and Employment Performance of the Fire Chief

RECOMMENDATION:

Report on overall performance after Executive Session and discuss the possible approval of an increase in salary for the Fire Chief.

MOTION:

Move to approve the 2015/2016 Fire Chief's Performance Appraisal Results and a _____% increase to his base salary for an annual salary of \$_____.

Or

Move to approve the 2015/2016 Fire Chief's Performance Appraisal Results and no increase to his base salary at this time.

DISCUSSION:

Pursuant to the terms of the Chief's contract, the Board is required to annually review the performance of the Chief in March or April. The process, at a minimum, must include the opportunity for both parties to: (1) prepare a written evaluation, (2) meet and discuss the evaluation, and (3) present a written summary of the evaluation results. The Chief's contract also provides that the Board must give consideration, after the first year and prior to the adoption of a tentative budget, to increasing the Chief's salary.

The Fire Chief's contract is provided for reference at this meeting. The actual contract will be considered for renewal at the May Governing Board Meeting.

FISCAL IMPACT:

Based on the Governing Board's direction

ALTERNATIVES:

Based on the Governing Board's direction

ATTACHMENTS:

- FC Employment Agreement (PDF)

EMPLOYMENT AGREEMENT

This Employment Agreement ("Agreement") is entered into this 1st day of July, 2015, by and between the Northwest Fire District, a duly constituted Arizona fire district ("Employer") and Michael J. Brandt ("Employee").

RECITALS

- A. Employee has served Employer since April 4, 2005. On October 1, 2012, Employee was appointed by Employer to serve as Interim Fire Chief.
- B. Before being appointed to serve as Interim Fire Chief, Employee served Employer as Assistant Fire Chief.
- C. Employer has reviewed and considered Employee's performance and desires to engage Employee as Fire Chief, upon the specific terms set forth below.

TERMS

NOW, THEREFORE, Employer and Employee agree as follows:

Section 1: Term

This Agreement shall remain in full force in effect from the above date, until June 30, 2017, or until sooner terminated by the Employer or Employee as provided in Sections 6, 7 or 8 of this Agreement.

Section 2: Duties and Authority

- A. Employee shall spend his full time and best effort on behalf of the Employer as Fire Chief and shall carry out the responsibilities described in the job description, attached hereto as Exhibit A to this Agreement and incorporated herein by this reference.

Section 3: Compensation

- A. Employer agrees to pay Employee an annual base salary of \$155,015.00 payable in installments at the same time that the other management employees of the Employer are paid.
- B. This Agreement shall be automatically amended to reflect any salary adjustments that are provided or required by the Employer's compensation policies.
- C. Consideration shall be given after the first year, prior to adoption of a tentative budget, to increase Employee's compensation hereunder.

Section 4: Benefits

- A. Employee shall be entitled to reimbursement of legal expenses incurred within the scope of his employment, upon Board approval.
- B. Employee shall be entitled to 10 Administrative Leave days in addition to the paid time-off benefit provided for in the District's Policy Manual (the "Manual").
- C. Employee shall be entitled to a staff vehicle for Employer business. In the event that a staff vehicle is not available to Employee, he shall be entitled to mileage reimbursement from Employer, for use of Employee's personal vehicle, at the current federal reimbursement rate.
- D. Employee shall be entitled to reimbursement for his graduate coursework. The rate of reimbursement shall be 100% of the amount charged by the University to the Employee – Not to exceed \$2,500 per Agreement year. Section 19 (I) of the Manual [requiring reimbursement of tuition to Employer in the event of separation] shall not be applicable.
- E. Employee shall receive a contribution of 11.2% of his base salary to his 457 Deferred Compensation Plan.
- F. Employee shall be entitled to an annual clothing allowance, pursuant to Employer's Standard Operating Procedures.
- G. Employee shall also be entitled to the following benefits described in the Manual, as follows:
 - 1. Paid Time-off, pursuant to sections 9.1, 9.2, 9.3, 9.5, 9.6, 9.7, 9.8, 9.9, 9.10, 9.11, and 9.13 of the Manual.
 - 2. Holidays, pursuant to section 10 of the Manual.
 - 3. Post-Employment Health Plan, pursuant to section 11 of the Manual.
 - 4. .
 - 5. Insurance Benefits, pursuant to section 13 of the Manual.
 - 6. Statutory Benefits, pursuant to section 14 of the Manual.
 - 7. Employee Assistance Program, pursuant to section 16 of the Manual.
 - 8. Critical Incident Stress Management, pursuant to section 17 of the Manual.
 - 9. Educational Assistance, pursuant to section 19 of the Manual.
 - 10. Emergency Payroll Advance, pursuant to section 20.7 of the Manual.

Section 5: Expenses

- A. Employer agrees to budget for and to pay for professional dues and subscriptions of the Employee necessary for continuation and full participation in national, regional, state, and local associations, and organizations necessary and desirable for the

Employee's continued professional participation, growth, and advancement, and for the good of the Employer.

- B. Employer agrees to budget for and to pay for travel and subsistence expenses of Employee for professional and official travel, meetings, and occasions to adequately continue the professional development of Employee and to pursue necessary official functions for Employer, including but not limited to AFDA conferences, and such other national, regional, state, and local governmental groups and committees in which Employee may serve as a member.
- C. Employer also agrees to budget for and to pay for travel and subsistence expenses of Employee for short courses, institutes, and seminars that are necessary for the Employee's professional development and for the good of the Employer.
- D. Employer recognizes that certain expenses of a non-personal, but job related, nature are incurred by Employee, and agrees to reimburse or to pay said general expenses. The finance director is authorized to disburse such moneys upon receipt of duly executed expense or petty cash vouchers, receipts, statements or personal affidavits. The Employer acknowledges the value of having Employee participate and be directly involved in local civic clubs or organizations. Accordingly, Employer shall pay for the reasonable membership fees and/or dues to enable the Employee to become an active member in local civic clubs or organizations.
- E. Employer agrees to provide to Employee certain technological and communications devices as are appropriate for him to carry-out his duties and maintain communication, such as, a laptop computer and smart-phone device.

Section 6: Termination

- A. For the purposes of this Agreement, termination shall occur when:
 - 1. The majority of the Governing Board votes to terminate the Employee at a duly authorized public meeting.
 - 2. If the legislature acts to amend any provisions of the Arizona Revised Statutes pertaining to the role, powers, duties, authority, or responsibilities of the Employee's position that substantially changes the form of government, the Employee shall have the right to declare that such amendments constitute termination.
 - 3. If the Employer reduces the base salary, compensation or any other financial benefit of the Employee, unless it is applied in no greater percentage than the average reduction of all department heads, such action shall constitute a breach of this Agreement and will be regarded as a termination.
 - 4. If the Employee submits his resignation following an offer to accept resignation made by the Governing Board then the Employee may declare a termination as of the date of the offer. Resignation by the Chief must be submitted in writing, unconditionally, to the Board Chair.

5. Breach of contract declared by either party with a 30 day cure period for either Employee or Employer. Written notice of a breach of contract shall be provided in accordance with the provisions of Section 14.

Section 7: Severance Pay

- A. Severance shall be paid to the Employee when employment is terminated as defined in Section 6. Employer shall provide a severance payment equal to six months' salary at the current rate of pay. This severance shall be paid in the normal course of business, unless otherwise agreed to by the Employer and the Employee.
- B. During the total severance pay period, the Employee shall also be compensated for all benefits as described in section 4.
- C. Notwithstanding the above, if the Employee is terminated for conviction of any felony, be it committed within or without the scope of employment, or of a misdemeanor committed within the scope of employment, the Employee shall not be entitled to any severance pay. However, this subsection is only intended to apply to acts of Employee occurring after April 4, 2005 [original date of hire].

Section 8: Voluntary Resignation

- A. Should the Employee wish to resign without first receiving an offer of resignation, he may do so, but must provide a minimum of 60 days written notice to Employer.
- B. In the event of voluntary resignation hereunder, Employee shall not be entitled to receive any severance pay.

Section 9: Performance Evaluation

- A. Employer shall annually review the performance of the Employee in March or April. The process, at a minimum, shall include the opportunity for both parties to: (1) prepare a written evaluation, (2) meet and discuss the evaluation, and (3) present a written summary of the evaluation results. The final written evaluation should be completed and delivered to the Employee at least 15 days before the evaluation meeting.

Section 10: Hours of Work

- A. It is recognized that the Employee must devote a great deal of time outside the normal office hours on business for the Employer, and to that end Employee shall be allowed to establish an appropriate work schedule. The Parties contemplate that the Employee, as Fire Chief, will spend at least forty hours per week on District business.

Section 11: Outside Activities

- A. The employment provided for by this Agreement shall be the Employee's sole employment. Recognizing that certain outside consulting or teaching opportunities provide indirect benefits to the Employer and the community, the Employee may elect to accept limited teaching, consulting or other business opportunities with the

understanding that such arrangements shall not constitute interference, nor a conflict of interest, with respect to his responsibilities under this Agreement.

Section 12: Indemnification

- A. Beyond that required under Federal, State or Local Law, Employer shall defend, save harmless and indemnify Employee against any tort, professional liability claim or demand or other legal action, whether groundless or otherwise, arising out of an alleged act or omission occurring in the performance of Employee's duties as Fire Chief or resulting from the exercise of judgment or discretion in connection with the performance of his duties or responsibilities, unless the act or omission involved willful or wanton conduct. The Employee may request and the Employer shall not unreasonably refuse to provide independent legal representation at Employer's expense and Employer may not unreasonably withhold approval. Legal representation, provided by Employer for Employee, shall extend until a final determination of the legal action including any appeals brought by either party. The Employer shall indemnify Employee against any and all losses, damages, judgments, interest, settlements, fines, court costs and other reasonable costs and expenses of legal proceedings including attorneys fees, and any other liabilities incurred by, imposed upon, or suffered by such Employee in connection with or resulting from any claim, action, suit, or proceeding, actual or threatened, arising out of or in connection with the performance of his or her duties. Any settlement of any claim must be made with prior approval of the Employer in order for indemnification, as provided in this Section, to be available. Employee recognizes that Employer shall have the right to compromise and settle any claim or suit; unless, said compromise or settlement is of a personal nature to Employee and Employee is a party to the suit. **Further, Employer agrees to pay all reasonable litigation expenses of Employee throughout the pendency of any litigation to which the Employee is a party, witness or advisor to the Employer. Such expense payments shall continue beyond Employee's service to the Employer as long as litigation is pending.**

Section 13: Other Terms and Conditions of Employment

- B. The Employer, only upon agreement with Employee, shall fix any such other terms and conditions of employment, as it may determine from time to time, relating to the performance of the Employee, provided such terms and conditions are not inconsistent with or in conflict with the provisions of this Agreement or any law.

Section 14: Notices

- A. Any notice permitted or required under this Agreement shall be in writing, personally delivered or mailed, first class mail, postage prepaid, to the addressee at the address set forth below. Notice shall be deemed complete upon delivery in person or three (3) business days after mailing. The parties may change their addresses for notice from

time to time by notice in writing to the other parties. The parties shall be given notice at:

Employer: Northwest Fire District
Attn. Board Chair
5225 W. Massingale Road
Tucson, Arizona 85743

Copy to: Thomas A. Benavidez
7400 N. Oracle Rd., Suite 143
Tucson, Arizona 85704

Employee: Michael J. Brandt
6929 W. Sweetwater Dr.
Tucson, Arizona 85745

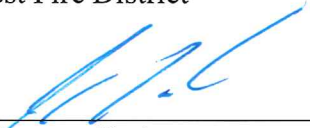
Copy to:

Section 15: Miscellaneous

- A. Employee and Employer acknowledge that the Employer has adopted the Manual and that the specific terms and conditions of this Agreement shall supersede the provisions of the Manual to the extent that they conflict with this Agreement.
- B. This Agreement shall be governed by Arizona law and venue for any dispute resolution shall be in Pima County.
- C. This Agreement is subject to cancellation for conflict of interest pursuant to A.R.S. 38-511. However, the parties acknowledge that Employee has an obvious financial interest herein.
- D. This Agreement sets forth and establishes the entire understanding between the Employer and the Employee relating to the employment of the Employee by the Employer. Any prior agreements, be they oral or written, or discussions or representations by or between the parties are merged into and rendered null and void by this Agreement. The parties by mutual written agreement may amend any provision of this Agreement during the life of the Agreement. Such amendments shall be incorporated and made a part of this Agreement.
- E. This Agreement shall be binding on the Employer and the Employee as well as their heirs, assigns, executors, personal representatives and successors in interest.
- F. The invalidity or partial invalidity of any portion of this Agreement will not affect the validity of any other provision. In the event that any provision of this Agreement is held to be invalid, the remaining provisions shall be deemed to be in full force and effect as if they have been executed by both parties subsequent to the expungement or judicial modification of the invalid provision.

Employer:

Northwest Fire District

By: 
George Carter, Chairperson
Date: 6-23-15

Employee:

Michael J. Brandt



Michael J. Brandt
Date: 6/24/15

EXHIBIT A
[Job Description]



Northwest Fire District

Position Description

FIRE CHIEF

Reports to:	Governing Board	FLSA:	Exempt - Executive
Division:	Suppression	Status:	Full-Time
Location:	Administration	Grade:	N/A
Reviewed:	<i>Governing Board Approved 5/24/2011</i>	Revised:	05/11
Supervises:	Assistant Fire Chiefs Director of Finance Administrative Services Director Public Information Officer		

POSITION SUMMARY

The fundamental reason this classification exists is to direct and manage all firefighting, fire prevention, and fire service activities of the Northwest Fire District. The Fire Chief is responsible, though study and consultation with the Governing Board, for developing recommendations for the protection of life and property in the District. Administrative duties include leading, planning, directing, and controlling District activities, including: recruitment of personnel, purchase of equipment, control of expenditures, preparation of budget estimates, and the assignment of personnel and equipment. The Fire Chief consults with the Governing Board on problems of policy and planning, but works independently in supervising technical operations. Work in this assignment requires the demonstration of continuous effort to improve operations, decrease turnaround times, streamline work processes, and work cooperatively and jointly to provide quality seamless customer service. Performs other related duties as assigned. This position also meets the salary requirements stipulated by the DOL in regards to the FLSA Executive exempt requirements.

ESSENTIAL FUNCTIONS *(Any one position may not include all of the duties listed, nor do any listed examples include all tasks which may be found in positions of this class.)*

- The primary duty of this position is to manage the Northwest Fire District.
- This position customarily and regularly directs the work of at least two or more other full-time employees or their equivalent.
- This position has full latitude to hire, promote, and terminate employment of other employees.
- Develops, implements, and maintains effective, coordinated, and comprehensive programs for the prevention and suppression of fire hazards, preservation of life and property, and enforcement of fire codes and ordinances.
- Leads, manages, controls and directs all activities and personnel of the Fire District.
- Establishes and administers policies, procedures, rules and regulations for the effective and efficient operation and control of District functions and personnel.
- Establishes and maintains effective programs for the instruction and training of District personnel.

- Directs the assignment of personnel and delegates authority commensurate with the assignment; reviews and evaluates personnel performance and directs corrective action as necessary.
- Reviews and evaluates program and operational performance and effectiveness and implements methods and procedures to correct deficiencies and improve efficiency.
- Consults with and advises the Governing Board on matters pertaining to public safety and fire protection.
- Assures the coordination of District functions with other governmental and public service agencies; participates in joint conferences, regional and national meetings, and other professional activities.
- Prepares communications, directives, and reports, and makes oral presentations.
- Responsible for overall safety of his/her personnel.
- Complies with the rules, policies and procedures as set forth by the District.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of:

- Supervisory and management methods and techniques.
- The principles, practices, methods, and equipment employed in modern firefighting.
- Fire hazards and fire prevention techniques.
- The use of fire records and their application to fire prevention and fire protection administration.
- The rules and regulations of the District and city laws and ordinances pertaining to fire prevention.

Ability to:

- Supervise, lead and direct a multidisciplinary staff in firefighting, fire prevention, and fire service activities.
- Perform a broad range of supervisory responsibilities over others.
- Maintain discipline and respect of employees.
- Establish relationships and work cooperatively with City officials, employees and the public.
- Lead and command effectively in emergency situations.
- Review or check the work products of others for conformance to standards.
- Observe, monitor, or compare data to determine compliance with prescribed operating standards.
- Communicate effectively, both orally and in writing, in the English language with customers, clients, employees and the public in face-to-face, one-on-one settings, in group settings, or using a telephone.
- Produce written documents in the English language with clearly organized thoughts using proper sentence construction, punctuation, and grammar.
- Understand and follow oral and written instructions in the English language.
- Comprehend and make inferences from written materials in the English language.
- Establish and maintain effective working relationships by working cooperatively with others.
- Maintain a positive and professional work environment.
- Work safely and courteously to promote a strong team atmosphere.

Additional Requirements of the Position:

This position requires possession of a valid driver's license, unless otherwise stated in the position summary, at the time of the pre-employment background check, and throughout the period of employment or in a volunteer capacity. If the candidate or volunteer does not have a valid AZ driver's license and is not in a seasonal status, he/she is required to obtain an AZ drivers license within three (3) months from the point of starting in a District position. Employees and volunteers who drive their personal vehicles for District business are required to provide a copy of their current automobile insurance ID card to Human Resources at the point of starting in the District position and on an on-going basis. Refer to District Policy for Driver's License (under review)

Definitions:

- "Driver's License": A license to drive appropriate for the class of vehicle operated as prescribed by the provisions of the Arizona Revised Statutes (Title 28, Chapter 4)
- "Valid": not revoked or suspended

Driving Level: Primary

License Type: D-Driver

CDL Endorsements: None

Safety Sensitive: Yes (Refer to District Policy #4.2 Drug and Alcohol, under review)

Pre-employment Drug Testing Required: Yes

MINIMUM EDUCATION, EXPERIENCE AND TRAINING

- Bachelor's Degree from an accredited college or university recognized by the U.S. Department of Education in fire science, public administration, business administration, or other related field, supplemented by successful completion of supervisory courses in Fire Department Administration and Fire Prevention and Business or Public Administration; and
- A minimum of six (6) years of supervisory firefighting experience at a level which has afforded the opportunity to become familiar with all phases of District operations; or
- Any equivalent combination of education, experience and training which provides the knowledge, skills and abilities necessary to perform the work.

Physical Activity	Definition	Never	Occasionally (activity or conditions exist 0-2.5 hrs/day)	Frequently (activity or conditions exist 2.5-5.5 hrs/day)	Constantly (activity or conditions exist 5.5+ hrs/day)
Repetitive Motion	Repeating movements of arms, hands, wrists, fingers			x	
Talk	Express or exchange ideas verbally				x
Hear	Perceive sound by ear				x
See	Obtain impressions through the eye				x
Kneel	Bend legs at knee, come to rest on knees	x			
Crouch/Squat	Bend body down and forward, bending legs and spine		x		
Crawl	Move on hands, knees, and feet	x			
Climb	Ascend/descend ladders, stairs, ramps		x		
Sit	Sit			x	
Stand	Stand			x	
Walk	Move about on foot; average distance per shift 3-5 miles	x			
Bend/Stoop	Bend downward and forward by bending spine at waist		x		
Lift	Raise or lower object > 10 lbs. from one level to another		x		
Lift	Raise or lower object > 25 lbs. from one level to another		x		
Carry	Transport an object		x		
Push	Press with steady force, thrust objects forward, downward, outward	x			
Pull	Drag or tug objects	x			
Turn/Twist	Move a body part in circular motion		x		
Balance	Exceeding ordinary body equilibrium		x		
Reach	Extend hands and arms in any direction		x		
Handle	Seize, hold, turn with hands		x		
Distinguish Color	Ability to distinguish color			x	
Fingering	Picking, pinching, typing, or otherwise with fingers rather than whole hand			x	
Grasping	Applying pressure to an object with the fingers and palm		x		
Feeling	Perceiving attributes of objects, such as size, shape, temperature, or texture		x		
Mental / Cognitive Activity	Definition	Never	Occasionally (activity or conditions exist 0-2.5 hrs/day)	Frequently (activity or conditions exist 2.5-5.5 hrs/day)	Constantly (activity or conditions exist 5.5+ hrs/day)
Communication	Comprehend and use basic language, either written or spoken, to communicate information and ideas				x
	Comprehend and use technical or professional language, either written or spoken, to communicate complex ideas				x
Calculation	Perform numerical operations using basic counting, adding, subtracting, multiplying, or dividing			x	
	Perform complex quantitative calculations or reasoning using algebra, geometry, statistics, or abstract symbols			x	
Problem Solving	Formulate and apply appropriate course of action for routine or familiar situations				x
	Use logic to define problem, collect information, establish facts, draw valid conclusions, interpret information and deal with abstract variables for unique or unfamiliar situations				x
Environmental Conditions	Definition	Never	Occasionally (activity or conditions exist 0-2.5 hrs/day)	Frequently (activity or conditions exist 2.5-5.5 hrs/day)	Constantly (activity or conditions exist 5.5+ hrs/day)
Weather And Temperature	Protection from weather conditions but not necessarily from temperature changes		x		
	Subject to outside environmental conditions – no effective protection from weather		x		

Atmospheric Conditions	Activities occur inside and outside			x	
	Subject to extreme cold (typically below 32°)	x			
	Subject to extreme heat (typically above 100°)		x		
	One or more of the following conditions that affect the respiratory system of the skin: fumes, odors, dusts, mists, gases, or poor ventilation		x		
Noise	Worker is required to wear a respirator	x			
	Sufficient noise to cause the worker to shout in order to be heard above the ambient noise level		x		
Vibration	Exposure to oscillating movements of the extremities or whole body		x		
	Proximity to moving mechanical parts, moving vehicles, electrical current		x		
Hazards	Working on scaffolding and high places	x			
	Exposure to chemicals	x			
	Exposure to oils: air and/or skin exposure to oils and other cutting fluids	x			
	Worker is required to function in narrow aisles or passage ways	x			
	Worker is exposed to infectious diseases	x			
	Worker is required to function around prisoners or mental patients	x			

Physical Requirements Checklist

- ☐ **SEDENTARY**
- Exerting up to 10 pounds of force occasionally and/or a negligible amount of force frequently or constantly to lift, carry, push, pull, or otherwise move objects, including the human body.
 - Sitting most of the time.
- ☒ **LIGHT**
- Exerting up to 20 pounds of force occasionally and/or a negligible amount of force constantly to move objects.
 - Use of arm and/or leg controls requiring greater exertion of force than for sedentary work, and worker sits most of the time.
- ☐ **MEDIUM**
- Exerting up to 50 pounds of force occasionally and/or up to 20 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects.
- ☐ **HEAVY**
- Exerting up to 100 pounds of force occasionally and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force constantly to move objects.
- ☐ **VERY HEAVY**
- Exerting in excess of 100 pounds of force occasionally, and/or in excess of 50 pounds of force constantly to move objects.

This position description is intended to indicate the basic nature of the position(s) allocated to this class and examples of typical duties that may be assigned. It does not imply that all positions within this class will perform all the duties listed, nor does it attempt to list all possible duties that may be assigned.

This position description does not constitute an employment agreement between the employer and employee and is subject to revision by the employer as the needs of the employer change and/or requirements of the job-related duties expand or are updated.